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City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Thursday, June 22, 2000 **1:00 PM** **City Hall, Room 263**

Departmental Budget Hearings

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

The meeting convened at 1:10 p.m.

001079 **[2000 Affordable Housing Bond Award]**

Motion awarding Bonds and fixing definitive interest rates for $20,000,000 General Obligation Bonds (Affordable Housing), Series 2000D. (Mayor)

6/6/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

Heard in Committee. Speakers: Supervisor Harvey Rose, Budget Analyst; Nadia Sadsay, Mayor's Office of Finance.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE.

AWARDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

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000995 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for Culture and Recreation; Public Works, Transportation and Commerce.

Culture and Recreation: Asian Art Museum; Art Commission; Convention Facilities Management; Fine Arts Museum; Public Library; Law Library; Recreation and Park; Academy of Sciences; County Education Office; War Memorial.)

(Public Works, Transportation and Commerce: Airport; Clean Water; Building Inspection; Public Transportation-Municipal Railway; Public Works; Emergency Communications Department; Business & Economic Development; Hetch Hetchy Project; Light, Heat and Power; Board of Appeals; Port; Parking and Traffic; Public Utilities Commission (PUC); Telecommunications & Information Services; Water; Capital Projects; San Francisco Redevelopment Agency; companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee

Heard in Committee. Speakers: Harvey Rose, Budget Analyst; Ikuko Satoda, Chief Financial Officer, Asian Art Museum; Rich Newirth, Director, Art Commission; Ryan Brooks, Director, Administrative Services, Supervisor Yee; Beverly Owens-Prindle, Budget Analyst's Office; Jack Moerschbaecher, Director, Convention and Facilities Management; Harry Parker, Director, Fine Arts Museum; Susan Hildreth, Acting City Librarian; Debra Newman, Budget Analyst's Office; Marsha Bell, Law Library, Elizabeth Goldstein, General Manager Recreation and Park; Harlan Kelly, Acting Director, Department of Public Works, Robert Jenkins, Director, Steinhart Aquarium; Ed Harrington, Controller; Enrique Navas, Chief Financial Officer, SFUSD, Sally, Arts Program, SFUSD; Supervisor Ammiano; Beth Murray, Director, War Memorial; John Martin, Director of Airports; Larry Klein, Acting General Manager, Public Utilities Commission; Frank Chiu, Director, Department of Building Inspection; Michael Burns, General Manager, Municipal Railway; Bob Kuo, Director of Finance, Municipal Railway; Tina Olsen, Department of Public Works, Ken Bruce, Budget Analyst's Office; Supervisor Bierman; Thelma Bradshaw, Director, Emergency Communications Services, Emilio Cruz, Director, Economic Development; Robert Feldman, Executive Director, Board of Appeals; Doug Wong, Director, Port of S F.; Ben Kutnick, Director of Finance, Port of S. F.; Fred Hammond, Department of Parking and Traffic; Liza Lowery, Director, Telecommunications & Information Services, Jim Morales, Director, Redevelopment Agency. Continued to June 29, 2000.

CONTINUED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

000984 **[Transfer to General Fund - PUC/Hetch Hetchy Surplus]**

Resolution concurring with the Public Utilities Commission's fact finding that a fund surplus ($29,850,000) exists in the utilities which can be transferred to the General Fund. (Public Utilities Commission)

(Fiscal impact.)

5/24/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

Heard in Committe. Speakers: Harvey Rose, Budget Analyst. To Board on June 26, as Committee Report.

RECOMMENDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

001047 **[Redevelopment Agency Budget and Bonds, Fiscal Year 2000-2001]**

Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 2000-2001; and approving the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in fiscal year 2000-2001. (Redevelopment Agency)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

Continued to June 29, 2000.

CONTINUED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

ADJOURNMENT

The meeting adjourned at 5:30 p.m.

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 19, 2000

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TO: Finance and Labor Committee

FROM: Budget Analyst

SUBJECT: June 22, 2000 Finance and Labor Committee Meeting

Item 1 - File 00-1079

Department: Mayor's Office of Public Finance

Item: Motion awarding bonds and fixing definitive interest rates for $20,000,000 in General Obligation Bonds (Affordable Housing), Series 2000D.

Description: On May 22, 2000, the Board of Supervisors approved a resolution authorizing and directing the sale of up to $20,000,000 in General Obligation Bonds (Affordable Housing), Series 2000D, to: (1) finance the development of rental housing affordable to low income households, and (2) to provide down payment assistance to low- and moderate-income first-time homebuyers.

Comments: Ms. Karen Ribble of the Mayor's Office of Public Finance advises that the bids for the proposed bonds are scheduled to be opened at 8:00 a.m. on Thursday, June 22, 2000. According to Ms. Ribble, unless all of the bids are rejected, the Finance and Labor Committee will be asked to award the bonds to the bidder whose bid represents the lowest true interest cost to the City. Ms. Ribble reports that the Mayor's Office of Public Finance will submit an Amendment of the Whole to the Finance and Labor Committee's scheduled meeting at 10:00 a.m. on

Thursday, June 22, 2000, which will list the winning bidder, the other bidders and the interest rate that each bidder offered to the City. Additionally, at the Thursday, June 22, 2000 Finance and Labor Committee meeting, the Mayor's Office of Public Finance will provide the debt service payment schedule, including the bond maturity dates, principal amounts and interest rates.

Recommendation: Approve a motion awarding the subject bonds to the low bidder, which represents the lowest true interest cost to the City.

Item 3 - File 00-0984

Departments: Public Utilities Commission (PUC)
Hetch Hetchy Water and Power (Hetch Hetchy)

Item: Resolution concurring with the Public Utilities Commission's finding that Hetch Hetchy has a surplus which can be transferred to the City's General Fund.

Amount: $29,850,000

Description: **Requirements of Charter Section 16.103**

Charter Section 16.103(b)3 provides that the Public Utilities Commission, with the concurrence of two-thirds of the Board of Supervisors, may authorize the transfer of any portion of Hetch Hetchy surplus funds to the General Fund upon making all of the following findings of fact and judgment:

(A) That a surplus exists or is projected to exist after meeting the requirements of this section;

(B) That there is no unfunded operating or capital program that by its lack of funding could jeopardize health, safety, water supply or power production;

(C) That there is no reasonably foreseeable operating contingency that cannot be funded without General Fund subsidy (meaning that the unappropriated fund balance for the Hetch Hetchy operating fund is sufficient to meet any "reasonably foreseeable operating contingency"); and

(D) That such a transfer of funds in all other respects reflects prudent utility practice.

Resolution Adopted by PUC

On May 23, 2000 the Public Utilities Commission adopted a resolution authorizing a transfer to the City's General Fund totaling $29,850,000 in FY 2000-2001 surplus Hetch Hetchy funds, in accordance with the provisions of Charter Section 16.103.

Comment: The proposed FY 2000-2001 budget, as recommended by the Mayor, is based on this proposed subject transfer of Hetch Hetchy revenues to the General Fund in the amount of $29,850,000, which is $10,000,000 less than the $39,850,000 transfer for FY 1999-2000.

Recommendation: Approve the proposed resolution.

Item 4 - File 00-1047

The proposed resolution would approve the budget of the Redevelopment Agency of the City and County of San Francisco for Fiscal Year 2000-2001; and approve the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in Fiscal Year 2000-2001.

The Redevelopment Agency's proposed FY 2000-2001 budget is the subject of a separate budget review report issued by the Budget Analyst on June 19, 2000. The Redevelopment Agency budget is calendared to be considered by the Finance Committee on Wednesday, June 21, 2000 and Wednesday, June 29, 2000.

Recommendation

Continue the proposed resolution to the Finance and Labor Committee meeting of June 29, 2000.

Harvey M. Rose

Supervisor Yee
Supervisor Bierman
President Ammiano
Clerk of the Board
Controller
Steve Kawa

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 20, 2000

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TO: Finance and Labor Committee

FROM: Budget Analyst

SUBJECT: Recommendations of the Budget Analyst for Amendment of the Mayor's Fiscal Year 2000-2001 Budget.

The Budget Analyst is providing the attached budget recommendations for departments listed below which are the subject of the Finance and Labor Committee budget hearing.

Finance and Labor Committee Budget Hearing- June 22, 2000, 1:00 p.m.

Culture and Recreation

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Harvey M. Rose

cc: Supervisor Yee
Supervisor Bierman
President Ammiano
Clerk of the Board
Controller
Stephen Kawa

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: AAM ASIAN ART MUSEUM

FINANCIAL DATA:

The Asian Art Museum's proposed $1,872,062 budget for FY 2000-01 is $109,365 or 6.20 percent more than the original FY 1999-2000 budget of $1,762,697. The net decrease from the revised FY 1999-2000 budget is $35,532 or 1.86 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Asian Art Museum	$ 1,762,697	$ 1,907,594	$ 1,872,062	$ 109,365
Total Expenditures	$ 1,762,697	$ 1,907,594	$ 1,872,062	$ 109,365

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 10.00 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Asian Art Museum	10.00	10.00	10.00	-
Total	10.00	10.00	10.00	-

Department: AAM ASIAN ART MUSEUM (continued)

DEPARTMENT REVENUES

Department revenues have increased by $109,365 or 6.2 percent.

DESCRIPTION

The Asian Art Museum is maintained and operated by the non-profit corporation, Asian Art Museum Foundation, with a proposed budget in FY 2000-01 of $7,999,000. Of the amount of $7,999,000, the City contributes $1,872,062 and the remaining amount of $6,126,938 comes from private donations and admission revenues. The City provides 10 curatorial staff, funds to supplement education, conservation, and exhibition programs, and services of City departments, such as light, heat and power, and telecommunication services.

The proposed FY 2000-01 budget is $109,365 more than the FY 1999-00 budget and contains (a) an increase of $38,859 for personnel costs, including the upward substitution of three positions plus MOU-mandated salary and fringe benefit increases, (b) an increase of $73,244 for education and conservation programs, (c) a decrease of $2,738 for services of other departments.

The proposed FY 2000-01 budget includes the upward substitution of three positions, as follows:

- 3556 Museum Registrar to 3558 Senior Museum Registrar
- 3524 Principal Museum Preparator to 1368 Special Assistant IX
- 3546 Curator IV to 3547 Curator V

COMMENT

The Mayor's budget provides an increase of $109,365. Our recommended reductions, which total $7,682, would still allow an increase of $101,683 or 5.8% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Asian Art Museum

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2252	001	Permanent Salaries - Misc.				677,736	671,639	
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
254	001	Attrition Savings				0	(6.097)	6,097
		Increase attrition savings by $6,097 to offset the effect of the Asian Art Museum's upward substitution of three positions (3524 Principal Preparator to 1368 Special Assistant IX, 3556 Museum Registrar to 3558 Senior Museum Registrar, and 3546 Curator IV to 3547 Curator V) that woudl result in increased salary an dfringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendatin will enable the Asian Art Museum to continue to maintain the existing filled positions at the higher salary and fringe benefit cost, but will not result in additional expendiutre for the Museum because an offsetting amount will be eliminated from the budget by this increase in attrition savings.					
2252	013	Mandatory Fringe Benefits				$155,496	$153,911	1,585
		Corresponds with with recommended reductions in salaries						
		Total Recommended Reductions						$7,682

DEPARTMENT: ART ART COMMISSION

FINANCIAL DATA:

The Art Commission's proposed $7,344,451 budget for FY 2000-01 is $623,609 or 9.28 percent more than the original FY 1999-2000 budget of $6,720,842. The net increase from the revised FY 1999-2000 budget is $128,950 or 1.79 percent

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Art Commission - Administration	$ 853,419	$ 830,819	$ 935,106	$ 81,687
Civic Collection	-	30,000	-	-
Community Arts & Education	2,516,060	2,823,660	2,606,918	90,858
Cultural Equity	1,854,997	1,854,997	2,045,925	190,928
Gallery	-	12,000	-	-
Golden Gate Park	-	-	-	-
Municipal Symphony Concerts	770,000	889,144	889,144	119,144
Public Art	414,866	322,066	590,987	176,121
Street Artist Program	155,500	155,500	141,771	(13,729)
Turf Management	-	-	-	-
Total Operating Expenditures	$ 6,564,842	$ 6,918,186	$ 7,209,851	$ 645,009
Capital Improvements & Fac. Maint.	156,000	297,315	134,600	(21,400)
Total Expenditures	$ 6,720,842	$ 7,215,501	$ 7,344,451	$ 623,609
Less Worker Order Recoveries	(474,023)	(542,537)	(660,744)	(186,721)
Net Expenditures	$ 6,246,819	$ 6,672,964	$ 6,683,707	$ 436,888

Department: ART ART COMMISSION (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 22.76 FTEs, which is 2.55 FTEs more than the 20.21 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Art Commission - Admin	9.71	9.71	9.26	(0.45)
Community Arts & Education	1.50	1.50	1.50	-
Cultural Equity	2.00	2.00	2.00	-
Public Art	5.00	5.00	8.00	3.00
Street Artist	2.00	2.00	2.00	-
Total	20.21	20.21	22.76	2.55

The increase of 2.55 FTEs results from 3.0 new FTEs included in the proposed FY 2000-01 budget offset by an increase in attrition savings.

DEPARTMENT REVENUES

Department revenues have increased by $623,609 or 9.28 percent and General Fund support has increased by $220,116 or 13 percent.

DESCRIPTION

Art Commission revenues in FY 2000-01 have increased due to increases in Hotel Tax revenues ($206,729), General Fund support ($220,116), and other adjustments, including increased expenditure recoveries ($196,764).

The major increases in the Art Commission's non-salary expenditures are as follows:

Department: **ART ART COMMISSION (continued)**

- The Community Arts and Education program budget has increased by $76,380, from $2,441,060 to $2,517,440. This increase includes additional funding for the City's four cultural centers (Bayview Opera House, Mission Cultural Center, South of Market Cultural Center, and the Center for African and African-American Art) and for Youth Arts Fund programs, offset by decreases in other programs.
- The Municipal Symphony Concerts program budget has increased by $119,144, from $770,000 to $889,144. These funds are provided to the San Francisco Symphony to produce the Summer Pops series.
- The Cultural Equity program budget has increased by $190,928, which includes increased grant funding to artists and art organizations.

Increases in salary related expenditures in the proposed FY 2000-01 budget include upward substitution of three positions and 3.0 new FTEs 2292 Curator II.

The Art Commission has proposed upward substitutions of three positions as follows:

- 1450 Executive Secretary I to 1452 Executive Secretary II;
- 1565 Assistant Director, Art Commission, to 1372 Special Assistant XIII; and
- 3556 Museum Registrar to 3544 Curator III.

The requested three new Curator II positions in the Public Art program would be funded by the 2 percent surcharge for public art which is added to bonds or appropriations for City construction projects, as provided in Section 3.19 of the Administrative Code. These three new positions would be responsible for implementation of public art projects for (a) Moscone Center, (b) Airport expansion and (d) Third Street Light Rail projects. According to the Art Commission, two of the three proposed positions were filled on a temporary part-time basis in FY 1999-00.

COMMENT

The Mayor's budget provides an increase of $623,609. Our recommended reductions, which total $51,934, would still allow an increase of $571,675 or 8.5% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

epartment: Art Commission

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ogram: Public Art								
69	001	Permanent Salaries - Misc.				398,017	356,800	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
92	001	Curator II	3542N	3.00	0.00	130,160	-	
		Curator II	3542L	0.00	2.05	-	88,943	41,217
		Reduce the requested 3.0 FTE to 2.05 FTE to include (a) 0.5 FTE which is currently filled on a temporary, part-time basis, (b) one 0.8 FTE which is currently filled on a temporary part-time basis, and (c) one 0.75 FTE, which is vacant and budgeted as a full-year FTE, to reflect the likely hiring date of October 1, 2000. According to the Art Commission, two of the 3 requested new positions have been filled temporarily on a part-time basis in FY 1999-00. The Budget Analyst recommends approval of 2.05 FTEs as L or limited tenure positions for one-year, so that these positions can be reviewed to determine if the level of funding will be maintained.						
9	013	Mandatory Fringe Benefits				98,249	87,532	10,717
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$ 51,934

DEPARTMENT: CFM CONVENTION FACILITIES MANAGEMENT

FINANCIAL DATA:

The Convention Facilities Management's proposed $58,395,589 budget for FY 2000-01 is $49,248,501 or 45.75 percent less than the original FY 1999-2000 budget of $107,644,090. The net decrease from the revised FY 1999-2000 budget is $49,260,501 or 45.76 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Building Operations	$ 3,606,324	$ 3,606,324	$ 4,277,845	$ 671,521
Convention Facilities Program Management	48,987,766	48,999,766	54,067,744	5,079,978
Moscone Expansion Project	55,000,000	55,000,000	0	(55,000,000)
Total Operating Expenditures	$ 107,594,090	$ 107,606,090	$ 58,345,589	$ (49,248,501)
Capital Improvements & Fac. Maint.	50,000	50,000	50,000	-
Total Expenditures	$ 107,644,090	$ 107,656,090	$ 58,395,589	$ (49,248,501)
Less Work Order Recoveries	-	(12,000)	(70,000)	(70,000)
Net Expenditures	$ 107,644,090	$ 107,644,090	$ 58,325,589	$ (49,318,501)

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 68.83 FTEs, which is 9.61 FTEs more than the 59.22 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Building Operations Convention Facilities	42.83	42.83	44.84	2.01
Program Management	16.39	16.39	23.99	7.60
Total	59.22	59.22	68.83	9.61

DEPARTMENT REVENUES

Department revenue for Convention Facilities Management budgeted for FY 2000-01 is $54,067,744, which is $62,720,022 less than the department revenue of $116,787,766 in the FY 1999-00 budget. FY 1999-00 revenues included (a) $55.0 million funded from existing surplus Moscone Project funds for the initial capital outlay of the Moscone Center Expansion project which is not included in revenues for FY 2000-01, and (b) $11.5 million in Convention Facilities Management beginning fund balance which was not included in revenues for FY 2000-01. These reductions are offset by increases in Hotel Tax of $2.7 million and in other rental and concession revenues of $1.2 million. General fund support for this department has increased by $601,520 from $3,656,325 in the FY 1999-00 budget to $4,257,845 in the FY 2000-01 budget, or 16.5 percent.

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

DESCRIPTION

1. The Department transferred positions between Building Operations, funded by the General Fund, and the Convention Facilities Management in this department. The Department stated that the additional positions that were transferred to Convention Facilities Management are City Hall Event Management staff that should have been transferred to Convention Facilities Management in FY 1999-00, but were not due to the uncertainty of the level of City Hall event revenues. Since revenues are much stronger than anticipated, these positions were transferred in FY 2000-01. Additionally, new positions were added to the Department. A summary of the personnel transactions for the Department is shown below:

	Building Operations		Convention Facilities Management		Department Total	
Action	Permanent Salary	FTE	Permanent Salary	FTE	Permanent Salary	FTE
Reclassifications	(192,850)	(4.0)	192,850	4.0	0	0
Substitutions	75,430	1.0	(70,094)	(1.0)	5,336	0
New Positions	91,068	2.25	102,466	2.25	193,534	4.50
Annualization new positions	173,071	3.0	138,644	2.75	311,715	5.75
Subtotal all changes	**146,719**	**2.25**	**363,866**	**8.0**	**510,585**	**10.25**
Adj—attrition, temp, other		(.25)		(.4)		(.9)
Total FTE Change		2.0		7.6		9.6

The new positions being requested represent 4.5 FTE in the 2000-01 Budget. These positions annualize to 6.0 FTE with permanent salaries of $258,046 at top step.

2. The Convention Facilities Program Management portion of the Department has a $1,045, 301 (4.8%) increase in Professional and Specialized Services from $21,849,461 to $22,894,762. This increase represents increased operating and maintenance costs for the City's convention facilities and a $350,000 (4.7%) increase in the operating costs of the San Francisco Convention & Visitors Bureau. Additionally, this Program has a $3.5 million unreserved fund balance representing excess revenues over current year expenditures.

3. The Building Operations portion of the Department has an increase of $208,050 for planned equipment purchases. An exterior lift ($101,050) will be purchased to use in the exterior cleaning of City Hall. The Library and the War Memorial will share this lift, and recovery from these Departments will be $70,000. Additionally, the Department will purchase replacement light globes and heat pumps for City Hall. The purchases are being made because the manufacturer is discontinuing these products and models.

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

COMMENTS

1. The Department has two specific divisions:

- Convention Facilities Management is a special fund that receives Hotel Tax Revenues and is responsible for promoting San Francisco as a convention destination by marketing and managing the Moscone Center and the Bill Graham Civic auditorium. In FY 1999-00, event management staff for City Hall was moved to the Convention Facilities Management fund, along with all of the revenues related to City Hall events.

- Building Operations is funded by the General Fund and is responsible for City Hall maintenance, including day-to-day janitorial operations and on-going facilities maintenance. Although most of the staff costs related to City Hall event management are being charged to the Convention Facilities Management fund, miscellaneous administrative costs related to this staff (e.g., training, some supervisory costs, materials and supplies, worker's compensations charges) are being charged to Building Operations.

The Budget Analyst recommends moving all of the revenues and staffing related to the City Hall event management from Convention Facilities Management (CFM) to the Building Operations division, which is funded by the General Fund. This will provide two benefits: 1) it will provide a more accurate and clear picture of the revenues and costs related to the operations of the Convention Facilities Management special fund, and 2) it will provide a more accurate and clear picture of the cost of total City Hall operations. We are increasing General Fund revenues by $1,083,000 and transferring expenses of $948,173 to the General Fund, resulting in a net savings to the General Fund of $134,287.

	Total To Be Moved From CFM to Building Operations
Revenues	**$1,083,000**
Staff—FTE	15.75
Permanent Salaries, net of misc. salary adjustments	635,399
Temporary Salaries	73,000
Premium Pay	15,000
Overtime	53,000
Fringe Benefits	171,774
Subtotal, Expenses	**$948,173**
Revenues less Expenses– General Fund Benefit	**$134,827**

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

Including additional savings related to the reduction of the salary for new positions from fifth to first step, the disapproval of a substitution, the reduction of temporary salaries and the reduction of fringe benefits related to these salary issues, the total General Fund savings is $235,197.

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2305	60154	North Light Court Café Rentals				$0	$ 25,000	$25,000
2305	60155	City Hall Tours				0	8,000	8,000
2305	60156	Event Fees				0	1,050,000	1,050,000

The Budget Analysts recommends that the Revenues related to City Hall events and activities, as certified by the Controller, be moved back to the General Fund. In FY 1999-00, these revenues and other expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these revenues and the related expenses back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

2313	001	Permanent Salaries - Misc.				2,014,980	2,057,607	*

* The recommended reductions in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.

316	001	Special Assistant II	1361N	0.75	0.75	27,331	24,160	3,171
316	001	Special Assistant III	1362N	0.75	0.75	29,363	25,947	3,416

Reduce the funding for the positions from fifth step to first step.

316	001	Secretary II	1446N	0.75	0	34,374	0	34,374
316	001	Senior Clerk Typist	1426N	0	0.75	0	27,571	(27,571)

Justification by department identified additional clerical need in the department, which is currently being filled with a temporary 1426. The Department did not provide additional justification to upgrade the position to a 1446. Therefore, we recommend disapproval of the upgrade and further recommend that funding for the position be reduced from fifth step to first step since this is a new position.

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2315	001	Special Assistant VII	1367R	0.00	1.00	$0	$56,017	($56,017)
		Special Assistant IX	1368N	0.00	0.75	0	45,190	(45,190)
		Special Assistant XI	1370C	0.00	2.00	0	140,189	(140,189)
		Secretary II	1446C	0.00	1.00	0	45,832	(45,832)
		Custodian	2708C	0.00	7.00	0	267,290	(267,290)
		Custodian	2708R	0.00	1.00	0	38,184	(38,184)
		Custodial Assistant	2716A	0.00	1.00	0	41,943	(41,943)
		Stationary Engineer	7334R	0.00	1.00	0	55,450	(55,450)
		General Laborer	7514R	0.00	1.00	0	43,199	(43,199)
		Step Adjustment, Misc	STEPM	0.00	0.00	0	(62,348)	62,348
		Special Salary Savings	9991M	0.00	0.00	0	(2,664)	2,664
		Attrition Savings, Misc	9993M	0.00	(0.78)	0	(32,883)	32,883

The Budget Analysts recommends that the above listed FTEs related to City Hall events and activities be moved back to the General Fund. In FY 1999-00, the revenues and expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these 14.97 FTEs representing $635,399 in permanent Salaries back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

2316	001	Special Assistant XII	1371S	1.00	0.75	75,430	49,820	25,610

Reduce the funding for the position from fifth step to first step since this position is not currently filled and will have to be recruited. Additionally, since hiring before October 1, 2000 is unlikely, we recommend that funding for this 1.0 FTE position be reduced to reflect the projected hiring date.

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2313	005	Temporary Salaries				$100,000 53,000	$53,000 126,000	$47,000 (73,000)
		To reduce temporary salaries by $47,000. Temporary salaries in FY 1999-00 included the cost for filling new positions (which were only funded at .75 FTE each) that were added in FY 1999-00 and were already filled to support Building Operations between July 1 and October 1, 1999. Only $50,000 of the temporary salaries from the previous budget were identified to provide "as needed" staffing to enable short term replacement of staff during vacancies or special events. Temporary salaries have been reduced to this level, including a cost of living factor.						
		In addition to the reductions recommended above, the Budget Analyst recommends the transfer of $73,000 in Temporary Salaries from the Convention Facilities Management fund to the General Fund related to the City Hall events and activities.						
2313	009	Premium Pay				40,000	55,000	(15,000)
		Transfer $15,000 in Premium Pay to the General Fund from the Convention Facilities Management fund related to the City Hall events and activities.						
2309	011	Overtime				30,000	83,000	(53,000)
		Transfer $53,000 in Overtime to the General Fund from the Convention Facilities Management fund related to the City Hall events and activities.						
2313	013	Mandatory Fringe Benefits				550,834	708,238	(157,404)
		Corresponds to reductions in Permanent and Temporary Salaries.						
		Total Recommended Reductions–Building Operations–General Fund						$235,197

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Convention Facilities Management								
2304	60154	North Light Court Café Rentals				$25,000	$0	($25,000)
2304	60155	City Hall Tours				8,000	0	(8,000)
2304	60156	Event Fees				1,050,000	0	(1,050,000)
		The Budget Analyst recommends that the Revenues related to City Hall events and activities, as certified by the Controller, be moved back to the General Fund. In FY 1999-00, these revenues and other expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these revenues and the related expenses back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.						
2309	001	Permanent Salaries - Misc.				1,011,622	948,961	*
		* The recommended reductions in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.						
2315	001	Special Assistant IX	1368N	0.75	0.75	45,190	39,805	5,385
		Reduce the funding for the position from fifth step to first step since this is a new position.						
2315	001	Custodian	2708N	1.50	0.00	57,276	0	57,276
		Department has not justified the addition of two Custodian staff. We are, however, recommending 4 of the 6 requested new positions.						

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2315	001	Special Assistant VII	1367R	1.00	0.00	$56,017	$0	$56,017
		Special Assistant IX	1368N	0.75	0.00	45,190	0	45,190
		Special Assistant XI	1370C	2.00	0.00	140,189	0	140,189
		Secretary II	1446C	1.00	0.00	45,832	0	45,832
		Custodian	2708C	7.00	0.00	267,290	0	267,290
		Custodian	2708R	1.00	0.00	38,184	0	38,184
		Custodial Assistant	2716A	1.00	0.00	41,943	0	41,943
		Stationary Engineer	7334R	1.00	0.00	55,450	0	55,450
		General Laborer	7514R	1.00	0.00	43,199	0	43,199
		Step Adjustment, Misc	STEPM	0.00	0.00	(62,348)	0	(62,348)
		Special Salary Savings	9991M	0.00	0.00	(2,664)	0	(2,664)
		Attrition Savings, Misc	9993M	(0.78)	0.00	(32,883)	0	(32,883)

The Budget Analysts recommends that the FTE related to City Hall events and activities be moved back to the General Fund. In FY 1999-00, the revenues and expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these 14.97 FTEs representing $635,399 in permanent Salaries back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

2309	005	Temporary Salaries	165,000	115,000	50,000
2309	005	Temporary Salaries	115,000	42,000	73,000

Reduce Temporary Salaries by $50,000. The recommended amount of $115,000 is $15,000 more than the estimated spending in FY 1999-00 of $100,000.

The Budget Analyst further recommends the transfer of $73,000 in Temporary Salaries to the General Fund related to the City Hall events and activities.

2309	009	Premium Pay	33,319	18,319	15,000

Transfer $15,000 in Premium Pay to the General Fund related to the City Hall events and activities.

Department: CFM - Convention Facilities Maintenance

Building Operations

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2309	011	Overtime				$53,000	$0	$53,000
		Transfer $53,000 in Overtime to the General Fund related to the City Hall events and activities.						
2309	013	Mandatory Fringe Benefits				282,143	89,577	192,566
		Corresponds to reductions in Permanent and Temporary Salaries.						
		Total Recommended Reductions–Convention Facilities Management						$ (1,374)

DEPARTMENT: FAM FINE ARTS MUSEUMS

FINANCIAL DATA:

The Fine Arts Museums' proposed $7,804,784 budget for FY 2000-01 is $461,991 or 5.59 percent less than the original FY 1999-2000 budget of $8,266,775. The net decrease from the revised FY 1999-2000 budget is $461,991 or 5.59 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Admissions	$ 2,038,000	$ 2,038,000	$ 2,038,000	$ -
Oper & Maint of Museums	6,153,775	6,153,775	5,691,784	(461,991)
Total Operating Expenditures	$ 8,191,775	$ 8,191,775	$ 7,729,784	$ (461,991)
Facilities Maintenance	75,000	75,000	75,000	-
Total Expenditures	$ 8,266,775	$ 8,266,775	$ 7,804,784	$ (461,991)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 76.95 FTEs, which is 4.94 FTEs less than the 81.89 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Admissions	3.84	3.84	3.89	0.05
Oper & Maint of Museums	78.05	78.05	73.06	(4.99)
Total	81.89	81.89	76.95	(4.94)

Department: **FAM FINE ARTS MUSEUMS (continued)**

The reduction of 4.94 FTEs in the proposed FY 2000-01 budget results from an increase in attrition savings, plus other adjustments, offset by a new 0.5 FTE.

DEPARTMENT REVENUES

Department revenues have decreased by $461,991 or 5.6 percent. Hotel Tax revenue has increased by $275,686 and General Fund support has decreased by $737,677 or 58.7 percent.

DESCRIPTION

The Fine Arts Museums include the Palace of the Legion of Honor and the de Young Museum. Demolition and construction of the de Young Museum is scheduled to begin in FY 2001-02, and the new de Young Museum is expected to open July of 2005. The de Young Museum will close to the public on December 31, 2000, and the collection will be moved to an offsite facility. The proposed FY 2000-01 budget contains decreases in the amount budgeted for (a) reimbursement to the Corporation of the Fine Arts Museum (COFAM) for educational programs and museum administrative and operating expenses, and (b) light, heat and power for the de Young.

The non-profit COFAM provides most of the curatorial, conservation, education, exhibitions, fund-raising and administration staff for the de Young Museum and the Palace of the Legion of Honor. The positions funded in the Fine Art Museums budget include 65.5 security guards, 8 building maintenance staff, 5 curatorial staff, and 3 administrative staff. The Fine Arts Museums staff provide security and maintenance services for the Palace of the Legion of Honor, the de Young Museum, and the Asian Art Museum, which has been located in the same building as the de Young Museum since 1966. As noted above, the de Young Museum will close on December 31, 2000, and will not reopen until July of 2005. The Asian Art Museum will continue to operate at the present site until it moves into the new facility at Larkin Street and Golden Gate Avenue in late 2002. According to the Fine Arts Museums, closure of the de Young Museum, packing of the collection, and moving to the offsite facility will take place from January 1, 2001 through June 30, 2001, a six-month period. The Fine Arts Museums will require staff to pack and move the collection, to provide security at the de Young Museum during the packing (which is expected to take approximately four months), and to provide 24-hour security at the de Young Museum and at the offsite storage facility during the move of the collection (which is expected to take approximately two months). The Fine Arts Museums will also continue to provide security guard and building maintenance staff to the Asian Art Museum, as noted above. Currently, the Fine Arts Museums allocate 40 staff to the de Young Museum, of which 33 are security guards. Because the packing and moving of the collection is expected to take approximately six months, attrition savings have been increased by $260,395, from $228,079 in FY 1999-00 to $488,474 in FY 2000-01, which is equal to approximately 5 FTEs.

Department: **FAM FINE ARTS MUSEUMS (continued)**

The proposed budget contains upward substitution of 3 positions:

1652 Senior Accountant to 1654 Principal Accountant
3546 Curator IV to 3547 Curator V
8209 Institutional Police Lieutenant to 8206 Institutional Police Captain

Additionally, the proposed budget contains one new 0.5 FTE 1270 Departmental Personnel Officer. Currently, the Fine Arts Museums share a Departmental Personnel Officer position with the War Memorial, with the Fine Arts Museums reimbursing the War Memorial for 30 percent of the position. In the proposed FY 2000-01 budget, the shared position would become a full-time position solely responsible for the War Memorial, and the Fine Arts Museums would add one new 0.5 FTE Departmental Personnel Officer to their budget. We are recommending disapproval of the one new 0.5 FTE to the Fine Arts Museums budget and recommending continuation of the existing shared position.

Department: Fine Arts Museums

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2324	001	Permanent Salaries - Misc.				3,294,338	3,267,953	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2327	001	Departmental Personnel Officer	1270N	0.50	0.00	39,880	0	39,880
		Disapprove 0.5 FTE for the Departmental Personnel Officer This position was budgeted at an annualized salary of $79,760, which is $2,046 more than the actual annualized salary at Step 5 of $77,714 This proposal would reinstate sharing of 70 percent for the War Memorial and 30 percent for the Fine Arts Museum of one full-time 1270 Department Personnel Officer included in War Memorial's FY 1999-00 budget.						
2327	001	Estimated Project Funding - Misc	9996M			0	22,450	(22,450)
		Increase the amount budgeted for Permanent Salaries by $22,450 The Estimated Project Funding - Misc represents Fine Arts Museum's share of the cost for the shared 1270 Departmental Personnel Officer position.						

Department: Fine Arts Museums

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
627	001	Attrition Savings	9993M			(488,474)	(497,429)	8,955
		Increase attrition savings by $8,955 to offset the effect of the Department's upward substitution three positions (1652 Senior Accountant to 1654 Principal Account, 3546 Curator IV to 3547 Curator V, and 8209 Institutional Police Lieutenant to 8206 Institutional Police Captain) that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled position at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.					
624	013	Mandatory Fringe Benefits				915,051	908,191	6,860
		Corresponds with reduction in salaries.						
Total Recommended Reductions								33,245

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

DEPARTMENT: LIB PUBLIC LIBRARY

FINANCIAL DATA:

The Public Library's proposed $49,424,796 budget for FY 2000-01 is $3,358,791 or 7.29 percent more than the original FY 1999-2000 budget of $46,066,005. The net increase from the revised FY 1999-2000 budget is $2,851,996 or 6.12 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Automation	$ 3,353,004	$ 3,372,893	$ 2,258,114	$ (1,094,890)
Branch Program	11,245,790	11,226,530	11,079,189	(166,601)
CHF-Library	431,687	431,687	434,214	2,527
Children's Baseline	4,127,031	4,627,031	4,159,310	32,279
Community Arts & Education	-	-	-	-
Information and Resource Management	4,687,374	4,687,374	5,097,700	410,326
Library Administration	2,272,381	2,323,547	4,111,392	1,839,011
Main Program	10,374,218	10,374,218	11,241,975	867,757
Operations and Maintenance	5,174,849	5,174,849	5,946,499	771,650
Public Affairs	785,399	785,399	831,992	46,593
Technical Services	3,124,272	3,124,272	3,274,411	150,139
Total Operating Expenditures	$ 45,576,005	$ 46,127,800	$ 48,434,796	$ 2,858,791
Capital Improvements & Fac. Maint.	490,000	445,000	990,000	500,000
Total Expenditures	$ 46,066,005	$ 46,572,800	$ 49,424,796	$ 3,358,791
Less Work Order Recoveries	-	-	(434,214)	(434,214)
Net Expenditures	$ 46,066,005	$ 46,572,800	$ 48,990,582	$ 2,924,577

Department: LIB PUBLIC LIBRARY (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 607.57 FTEs, which is 13.51 FTEs more than the 594.06 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Automation	15.11	15.11	12.31	(2.80)
Branch Program	189.03	189.03	178.47	(10.56)
CHF-Library	6.00	6.00	5.88	(0.12)
Children's Baseline	58.78	58.78	58.81	0.03
Information and Resource Management	8.13	8.13	9.56	1.43
Library Administration	22.14	22.14	22.56	0.42
Main Program	174.11	174.11	191.28	17.17
Operations and Maintenance	64.21	64.21	69.81	5.60
Public Affairs	10.01	10.01	11.54	1.53
Technical Services	46.54	46.54	47.35	0.81
Total	594.06	594.06	607.57	13.51

DEPARTMENT REVENUES

Department revenues have increased by $3,389,577 or 7.28 percent and General Fund support has increased by $1,148,426 or 4.37 percent.

The Public Library General Fund Baseline amount is dictated by Charter Section 16.109 (Proposition E approved in June, 1994) which requires that Property Tax revenue equal to $0.25 per one hundred dollars of total assessed valuation be set aside for the Library Preservation Fund. For FY 2000-01, the required General Fund Baseline for the Library Preservation Fund totals $28,734,982. However, the FY 2000-01 budget includes a total appropriation of $29,333,557 for the Public Library, or a $598,575 greater contribution of General Fund revenues than is required by the City's Charter.

Department: LIB PUBLIC LIBRARY (continued)

Therefore, any reductions made to the Public Library budget, up to the amount of $598,575 would represent a General Fund savings.

DESCRIPTION

The Public Library's proposed FY 2000-01 budget includes 13.58 Full-Time Equivalent (FTE) new positions, including the following.

- 0.70 FTE - 1840 Junior Management Assistant,
- 4.84 FTE – 3602 Library Pages
- 2.42 FTE – 3630 Librarian Is;
- 0.75 FTE – 3634 Librarian IIIs;
- 1.5 FTE – 1012 IS Technician -Journey.
- 0.37 FTE – 7334 Stationary Engineer;
- 1.5 FTE – 7514 General Laborer;
- 0.75 FTE – 8207 Building and Grounds Patrol Officer,
- 0.75 FTE – 5322 Graphic Artist

There is also an offsetting reduction of 0.07 FTEs, resulting in an overall net increase of 13.51 FTE positions for FY 2000-01.

In FY 1999-00, the Library converted some of the Library Page positions from 15 hours to 20 hours per week, without an overall increase in the number of 3602 Library Pages FTE positions However as shown above, the Library is now requesting an additional 4.84 FTE 3602 Library Page positions, due to management and operational demands In addition, the Department is requesting numerous substitutions and reclassification of positions, primarily to reconcile the Public Library's existing workforce with the budget document. As a result of these new positions, reclassifications, substitutions, annualizations of previously authorized positions, step adjustments and cost of living increases, the costs for Permanent Salaries – Misc, Temporary Salaries and Fringe Benefits is increasing overall by $975,943, as identified by the increases and decreases in the following eight Divisions.

(1) Main Library is increasing by $619,787,
(2) Branch Libraries are decreasing by $264,379,
(3) Technical Services is increasing by $90,139,
(4) Information and Resource Management is increasing by $62,898,
(5) Public Affairs is increasing by $75,593,
(6) Automation is decreasing by $145,855,
(7) Operations and Maintenance is increasing by $409,991, and
(8) Administration is increasing by $127,769.

Department: LIB PUBLIC LIBRARY (continued)

The proposed budget also provides an additional $500,000 for electrical upgrades for the Branch Libraries and $600,000 for new technology improvements. This is in addition to the proposed $240,000 for Facilities Maintenance and $250,000 for roof repairs, which were the amounts included for Facilities Maintenance and Capital Improvements for the current year. In addition, the book budget is proposed to increase from $4,143,026 in FY 1999-00 to $4,496,026, an increase of $353,000, or 8.5 percent.

A new Tool Lending Library, which was approved in the FY 1999-2000 budget, was not implemented during the past Fiscal Year. The Library has now decided to contract with a non-profit organization for operation of the new Tool Lending Library, at an estimated cost of approximately $359,000 in FY 2000-01. On June 12, 2000, the Public Library issued a Request for Proposal (RFP), with the proposals due by July 19, 2000, for this new Tool Lending Library.

On June 19, 2000, the Board of Supervisors approved a resolution (File 00-1058) of public interest and necessity for the November 7, 2000 ballot for a $105,865,000 General Obligation Bond Measure to rehabilitate and modernize 19 Branch Libraries, acquire land in order to construct five new Branch Libraries, including one in Mission Bay, rehabilitate Brooks Hall and construct a system-wide support center for processing Library materials. If the Bond Measure is approved by the San Francisco voters on November 7, 2000, the Public Library estimates that it will take approximately ten years to complete the work.

COMMENT

The Mayor's budget provides an increase of $3,358,791. Our recommended reductions, which total $1,086,819, would still allow an increase of $2,271,972 or 4.93% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EEF		Main Program						
2342	005	Temporary Salaries - Misc				$155,034	$120,034	$35,000
		Reduce to reflect the Temporary Salary expenditure rate in the Main Library over the past two years, adjusted for an anticipated increase in Fiscal Year 2000-01						
2342	013	Mandatory Fringe Benefits				1,952,514	1,947,964	4,550
		Corresponds to the reduction in Temporary Salaries Misc						
2342	049	Other Materials & Supplies				121,309	93,309	28,000
		Delete $8,000 for ergonomic accessories which should be centralized with other ergonomic equipment under Equipment Purchase in the Operations and Maintenance Division's budget. Further reduce Other Materials & Supplies by an additional $20,000 to reflect historical expenditure patterns and to off-set a portion of the proposed increase for FY 2000-01. The proposed reduction of $28,000 will still provide an increase of $3,116 in the Main Library's Other Materials & Supplies budget						
		Subtotal Recommended Reductions - Main Program						$67,550

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EEG		Branch Program						
2344	001	Permanent Salaries - Misc				$7,880,955	$7,765,848	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2364		Special Assistant IV	1363	1.00	0.00	42,073	0	42,073
2364		Special Assistant VIII	1367	1.00	0.00	56,017	0	56,017
2364		Library Page	3602	0.50	0.00	17,017	0	17,017
		Eliminate these positions which were specifically added to the current Fiscal Year budget for the new Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is retained on a contractual basis and a plan for implementation is finalized. RFPs for this project are being accepted until July 19, 2000						
2344	005	Temporary Salaries - Misc				289,891	159,891	130,000
		Although the Library charged their Temporary Salaries to the Permanent Salaries account, actual expenditure rates for both Permanent and Temporary Salaries in the Branches will result in a surplus of at least an estimated $139,000 in the current Fiscal Year. Therefore, reduce Temporary Salaries-Misc to reflect this underspending, adjusted for an increase in salaries						
2344	013	Mandatory Fringe Benefits				289,891	243,063	46,828
		Corresponds to the reduction in both Permanent Salaries - Misc and Temporary Salaries - Misc						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2344	027	Professional & Specialized Services				$0	$359,724	($359,724)
		The Public Library is seeking a non-profit organization to manage the proposed Tool Lending Library. The deadline for RFPs is July 19, 2000. The Library estimates the total cost of this new Tool Lending Library to be $359,724. Therefore, this recommendation transfers such funds from the other line item accounts to the Professional & Specialized Services account.						
2344	030	Rents & Leases - Buildings & Structures				262,052	217,852	44,200
		Reduce by $25,000 to reflect the actual cost of rent for the Branch Libraries. Further reduce Rents & Leases-Buildings & Structures by $19,200 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project are being accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						
2344	035	Other Current Expenses				40,000	0	40,000
		Reduce Other Current Expenses by $40,000 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project are being accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2344	040	Materials & Supplies				$140,000	$0	$140,000
		Reduce Materials & Supplies by $140,000 for the Tool Lending Library The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized RFPs for this project are being accepted until July 19, 2000 We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account						
2344	049	Other Materials & Supplies				178,496	148,496	30,000
		Reduce Other Materials & Supplies by $30,000 for the Tool Lending Library The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized RFPs for this project are being accepted until July 19, 2000 We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account						
		Subtotal Recommended Reductions - Branch Program						$186,411

Department: LIB - Public Library

Page No. EGD	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Technical Services						
2346	001	Permanent Salaries - Misc				$2,248,986	$2,201,653	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
2366		Librarian III	3634	0.75	0.00	47,333	0	47,333
		Delete requested new position because the current staffing already includes two 3634 Librarian IIIs and one AB42 Librarian IV who should be able to assume the necessary supervisorial responsibilities. The Division Chief of Technical Services has taken on the additional responsibility of management of the Automation Division, which also has three supervisorial level positions, which should be sufficient to handle the 12.31 FTEs in the Automation Division. We are however recommending approval of 10.58 of the 13.58 new positions requested by the Department						
2346	013	Mandatory Fringe Benefits				594,184	581,877	12,307
		Corresponds to the reduction in Permanent Salaries - Misc						
		Subtotal Recommended Reductions - Technical Services						$59,640

Department: LIB - Public Library

Page No. EGF	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Public Affairs						
2349	001	Permanent Salaries - Misc				$552,542	$524,022	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
368		Graphic Artist	5322	0.75	0.00	28,520	0	28,520
		Delete the proposed new position for an in-house graphic and web-page designer The Public Affairs Division does not warrant the addition of one full-time permanent Graphic Artist. Furthermore, Reproduction Services in the Administrative Services Department is purchasing in-house color reproduction equipment and has added Graphic Artist positions in order to accommodate increasing City-wide graphic and web-page design needs. We are however recommending approval of 10 58 of the 13 58 new positions requested by the Department						
49	013	Mandatory Fringe Benefits				144,650	137,235	7,415
		Corresponds to the reduction in Permanent Salaries - Misc						
		Subtotal Recommended Reductions - Public Affairs						$35,935

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No. EGG	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Automation						
2350	060	Equipment Purchase				$600,000	$143,000	*
		*The recommended reduction in Equipment Purchase is the total of the following specific recommendations regarding individual technology upgrades						
2383	LB016N	Main Library Network Upgrade				192,000	0	192,000
		Deny request for first phase of multi-year upgrade project at the Main Library due to lack of specific details, timeline, budget, and needs assessment						
2383	LB017N	Technology Refreshment				265,000	0	265,000
		Deny request for replacement of 133 computers Only justification for replacement plan is that computers are more than three years old						
		Subtotal Recommended Reductions - Automation						$457,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No. EGH	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Operations and Maintenance						
2351	001	Permanent Salaries - Misc				$3,055,487	$2,998,461	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
2371		General Laborer	7514	1.50	0.75	56,070	28,035	28,035
		Deny request for one of two new General Laborers because the workload does not justify such an increase We are however recommending approval of 10.58 of the 13 58 new positions requested by the Department						
2371		Building and Grounds Patrol C	8207	0.75	0.00	28,991	0	28,991
		Deny request for one new Building and Grounds Patrol Officer Public Library has 11.5 FTE Building and Grounds Patrol Officers and workload does not justify a further increase We are however recommending approval of 10 58 of the 13 58 new positions requested by the Department						
351	013	Mandatory Fringe Benefits				839,827	825,000	14,827
		Corresponds to the reduction in Permanent Salaries - Misc						
351	028	Maintenance Svcs-Buildings & Structures				253,000	208,000	45,000
		Reduce the requested increase by $45,000, which will provide funding of $100,000 more than the current Fiscal Year's budgeted amount of $108,000						
351	035	Other Current Expenses				234,713	149,713	85,000
		Eliminate $85,000 cost for Main Library office relocation which has not been adequately justified						
		Subtotal Recommended Reductions - Operations and Maintenance						$201,853

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EIB		**Library Administration**						
2354	005	Temporary Salaries - Misc				$70,000	$35,000	$35,000
		Reduce Temporary Salaries - Misc by $35,000. No expenditures in Temporary Salaries occurred in the current Fiscal Year						
2354	013	Mandatory Fringe Benefits				327,053	322,503	4,550
		Corresponds to the reduction in Permanent Salaries - Misc						
2355	022	Training				113,880	75,000	38,880
		Reduce to reflect actual expenditure rates for the past two years adjusted for cost of living increase. Currently, the position responsible for developing and coordinatining the Library's training program is vacant						
2355	027	Professional & Specialized Services				67,000	67,000	-
		*Reserve $60,000 for Foundation for After Hours events pending result of decision of Library Commission regarding ending the program and submitting a report back to the Board of Supervisors						
2354	067	Buildings, Structures & Improvements				500,000	500,000	-
		*Reserve $250,000 for Branch Electrical Upgrade projects pending outcome of November General Obligation Bond Measure						
		Subtotal Recommended Reductions - Library Administration						$78,430
		Subtotal Recommended Reserves - Library Administration						$310,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
	Total Recommended Reductions						$1,086,819
	Total Recommended Reserves						$310,000

DEPARTMENT: LLB LAW LIBRARY

FINANCIAL DATA:

The Law Library's proposed $403,679 budget for FY 2000-01 is $9,966 or 2.53 percent more than the original FY 1999-00 budget of $393,713. The net increase from the revised FY 1999-00 budget is $9,966 or 2.53 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Law Library	$ 393,713	$ 393,713	$ 403,679	$ 9,966
Total Expenditures	$ 393,713	$ 393,713	$ 403,679	$ 9,966

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 3.00 FTEs, which is unchanged from the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Law Library	3.00	3.00	3.00	-
Total	3.00	3.00	3.00	-

Department: **LLB LAW LIBRARY (continued)**

DEPARTMENT REVENUES

General Fund Support for the Law Library budgeted for FY 2000-01 is $403,679 which is $9,966 or 2.53 percent more than the General Fund Support of $393,713 in the original FY 1999-00 budget.

DESCRIPTION

The Law Library's proposed budget reflects an increase in personnel costs of $6,804 resulting from MOU-related salary and fringe benefit increases.

The Law Library's proposed budget also includes an increase of $3,162 for services of other departments which results primarily from increased rates for the Department of Telecommunications and Information Services (DTIS).

COMMENT

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: REC RECREATION AND PARK

FINANCIAL DATA:

The Recreation and Park's proposed $123,949,499 budget for FY 2000-01 is $34,156,694 or 38.04 percent more than the original FY 1999-2000 budget of $89,792,805. The net increase from the revised FY 1999-2000 budget is $34,328,031 or 38.30 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park	$ 4,743,784	$ 4,737,339	$ 3,346,676	$ (1,397,108)
CHF-REC Park	246,915	246,915	246,915	-
Children's Baseline	12,181,926	12,181,926	12,339,059	157,133
DEPT'L Admin-Business Office	8,038,644	8,465,335	8,010,655	(27,989)
Family Camp Operations	660,146	660,146	684,014	23,868
Golden Gate Park	7,780,913	7,854,576	8,471,628	690,715
Maint & Oper of Golf Courses	3,061,060	3,061,060	3,088,024	26,964
Marina Yacht Harbor	1,902,459	1,407,459	1,612,140	(290,319)
Neighborhood Services	21,215,614	20,960,546	21,722,107	506,493
Structural Maintenance	7,711,711	7,711,711	7,787,819	76,108
Turf Management	1,991,611	1,991,611	2,149,250	157,639
Urban Forestry	2,005,857	2,005,857	2,154,054	148,197
Zoo Operations	6,873,576	6,873,576	6,856,266	(17,310)
Total Operating Expenditures	$ 78,414,216	$ 78,158,057	$ 78,468,607	$ 54,391
Capital Projects & Facilities Maint	11,378,589	11,463,411	45,480,892	34,102,303
Total Expenditures	$ 89,792,805	$ 89,621,468	$ 123,949,499	$ 34,156,694
Less Work Order Recoveries	(452,600)	(538,100)	(686,715)	(234,115)
Net Expenditures	$ 89,340,205	$ 89,083,368	$ 123,262,784	$ 33,922,579

Department: REC RECREATION AND PARK (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,006.73 FTEs, which is 2.82 FTEs less than the 1,009.55 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park	20.98	20.98	20.97	(0.01)
CHF-REC Park	4.70	4.70	4.68	(0.02)
Children's Baseline	245.31	245.31	245.70	0.39
DEPT'L Admin-Business Office	55.82	55.82	54.28	(1.54)
Family Camp Operations	5.43	5.43	5.43	-
Golden Gate Park	135.92	135.92	138.19	2.27
Maint & Oper of Golf Courses	43.68	43.68	43.69	0.01
Marina Yacht Harbor	16.60	16.60	16.84	0.24
Neighborhood Services	283.34	283.34	286.16	2.82
Structural Maintenance	98.50	98.50	93.50	(5.00)
Turf Management	33.00	33.00	33.00	-
Urban Forestry	33.71	33.71	33.75	0.04
Zoo Operations	32.56	32.56	30.54	(2.02)
Total	1,009.55	1,009.55	1,006.73	(2.82)

DEPARTMENT REVENUES

Department revenues have increased by $29,282,582 or 47.9 percent and General Fund support has increased from $34,464,494 to $39,442,294 for a total increase of $4,977,800 or 14.4 percent. Major changes in revenues include:

Department: **REC RECREATION AND PARK (continued)**

- Bond revenues increased by $33,178,509 to provide funding for Zoo improvements and other Recreation and Park Improvements
- General Property Taxes increased by $1.7 million.
- Parking revenues increased by approximately $540,000
- Hotel Tax revenues decreased by $5.4 million. These taxes were used to pay for debt service at 3Com Park. Since the debt has been extinguished, no further revenues are required for this purpose
- 3Com Park revenues decreased by approximately $1.1 million related to the loss of the San Francisco Giant's baseball games in 3Com Park. These revenues were only related to the games played in the summer and fall of 1999
- Golf revenues are expected to decrease by approximately $520,000, related primarily to the closing of both Harding and Fleming golf courses in October 2000 for approximately a year for renovation. Golf revenues include $1,000,000 that is expected to be paid by the management company that will renovate both courses and take over the operation of the courses after the renovations. The Recreation and Park Commission has given the Department authority to enter into negotiations with the Arnold Palmer Golf Management LLC related to the renovation and management of these golf courses, and the Department expects to bring the related contracts to the Board of Supervisors for approval in August or September 2000

DESCRIPTION

1 The Department had a net decrease in staffing of 2.82 FTEs. Major changes in staffing included

- The addition of .75 FTE for an Executive Secretary and the reclassification of 1.0 FTE from Departmental Administration– Business Office for a Special Assistant XVII. These positions, which annualize to 2.0 FTEs, have an annual permanent Salary and Fringe Benefits of $197,270 at the top step. The Department states that these staff are required to provide construction oversight for the Golden Gate Park Concourse Authority, which was established under Proposition J in June 1998 to be responsible for the construction of an underground parking facility in Golden Gate Park

- The addition of .75 FTE for a Project Manager IV. This position will annualize to 1.0 FTE with annual permanent Salaries and Fringe Benefits of $156,467, which is $1,229 more than the Salary and Fringe Benefits of the General Manager. The Department has stated that the new Program Manager will manage the Department's capital program and supervise the Capital Division Team in coordinating all capital projects related to the Neighborhood Recreation Park Facilities bond of 2000, the Golden Gate Park Bond, the Park Improvement bond of 1987, and Open Space Funds.

- Additionally, there is a net reduction of 4.32 FTEs related to annualizations of prior year FTE offset by an increase in project funding and the elimination of 2.0 FTEs in the Zoo.

Department: REC RECREATION AND PARK (continued)

2. Additionally, there is an addition of 27 new FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTEs with an annual permanent Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in permanent Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in permanent Salaries and Fringe Benefits are field positions (gardeners, arborist technicians, and truck drivers) that will complete capital projects.

The Department has stated that they intend on using their contracting authority for capital projects, as authorized under the Charter amendment approved in November 1999. Instead of using only the resources and expertise of DPW to design projects, develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management, the Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team.

3. Of the total of $34,102,303 of the increase in the budget for the Department, major initiatives include:

- Zoo Facility improvements of $17,337,277 funded by Zoo Facilities 2000 bonds.
- Golden Gate Park improvements of $8,697,633 funded by Golden Gate Park Irrigation 1997 bonds.
- Neighborhood Recreation and Park Facility improvements of $6,143,599 funded by Recreation and Park Facility 2000 bonds.
- Park Facility Improvements of $1,000,000 funded by Park Improvement 1987 bonds.

4. Other operating expenses in the Department increased by only $54,391. The increase in the Department's salaries and benefits expense of $1,360,515 (2.39%) was offset by a $1,397,108 decrease in operating expenses as a result of the San Francisco Giants no longer playing baseball at 3Com Park.

5. The budget for current year equipment purchases has increased by $347,500 (49.6%) to $1,048,602, primarily because of plans to expend $751,002 on new vehicles and equipment and $297,600 on replacement vehicles and equipment. Payments on leases for equipment purchased under

Department: **REC RECREATION AND PARK (continued)**

lease finance agreements in previous years have increased by $133,145. These increases are mostly offset by the $425,000 decrease in debt service requirements related to 3Com Park.

COMMENT

The Mayor's budget provides an increase of $34,156,694. Our recommended reductions, which total $1,522,002, would still allow an increase of $32,634,692 or 36.3% in the Department's budget

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CAA Golden Gate Park--General Fund Non-Project								
403	005	Temporary Salaries				$352,890	$215,000	$ 137,890
		To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01. This is consistent with actual expenditures in FY 1998-99 as well, which were $200,310						
2403	013	Mandatory Fringe Benefits				1,434,884	1,422,474	12,410
		Corresponds to changes in temporary salaries						
2403	060	Equipment Purchase				157,000	157,000	*
		* The recommended reductions in Equipment Purchase is the total of the following specific recommendations regarding individual items						
483	060	4 WD 3/4 Ton Pickup w/ Dump	RP056N	1	0	30,000	0	30,000
483	060	4 WD 3/4 Ton Pickup w/ Dump	RP056R	0	1	0	30,000	(30,000)
483	060	Crew Cab Pickup w/ Dump	RP058N	1	0	35,000	0	35,000
483	060	Crew Cab Pickup w/ Dump	RP058R	0	1	0	35,000	(35,000)
		Approve equipment identified above as 'R' or Replacement equipment In both cases, the Department justified the equipment as replacements for 1985 vehicles and not an 'N' or new equipment						
AA Golden Gate Park Construction Oversight--Annual Project								
404	001	Permanent Salaries				143,668	136,115	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2459	001	Special Assistant XVII	1376S	1	0	$107,194	$0	$ 107,194
2459	001	Special Assistant XVII	1375L	0	1	0	99,641	(99,641)
		Disapprove this substitution since the Department did not obtain Department of Human Resources approval. Additionally, we recommend that the 1.0 FTE be classified as 'L' or Limited Tenure since the Department stated that the position is intended to provide oversight assistance to the Concourse Authority. Based on the Department's representation that the work responsibilities related to this position will be completed in approximately three years, this position should be made an 'L' or Limited Tenure position						
2404	013	Mandatory Fringe Benefits				30,744	28,780	1,964
		Corresponds to the reduction in permanent salaries						
EAE Neighborhood Services--General Fund Non-project								
2410	001	Permanent Salaries				$4,942,521	$4,938,398	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
2463	001	Secretary II	1446S	0	1	0	45,832	(45,832)
2463	001	Executive Secretary	1450S	1	0	49,955	0	49,955
		Disapprove this substitution since the Department has not obtained Department of Human Resources approval or provided adequate justification for the substitution						
2410	009	Premium Pay				184,235	76,500	107,735
		To reduce Premium Pay to a level which still provides the Department with a 14 percent increase over FY 1999-00 actual expenditures						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
410	011	Overtime				$76,150	$35,000	$41,150
		To reduce Overtime to a level which still provides the Department with a 17 percent increase over FY 1999-00 actual expenditures						
410	012	Holiday Pay				41,814	20,000	21,814
		To reduce Holiday Pay to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
410	013	Mandatory Fringe Benefits				1,446,538	1,445,466	1,072
		Corresponds to the reduction in permanent salaries						
411	060	Equipment Purchase				370,000	251,000	*
		* The recommended reductions in Equipment purchase is the total of the following specific recommendations regarding individual items.						
485	060	7 Passenger Ford Winstar Van	RP045N	1	0	25,000	0	25,000
485	060	7 Passenger Ford Winstar Van	RP045R	0	1	0	25,000	(25,000)
		Approve equipment identified above as 'R' or Replacement equipment The Department has justified the equipment as a replacement for a 1981 vehicle and not as 'N' or new equipment						
485	060	3/4 Ton Mini Van	RP046N	3	0	70,000	0	70,000
485	060	Greenmaster 3100 Mower	RP049N	1	0	19,000	0	19,000
485	060	Crew Cab Pickup with Dump	RP079N	1	0	30,000	0	30,000
		The Department has not provided adequate justification for this request of $119,000 for new equipment We are, however, recommending approval of $843,000 in other replacement and new equipment as requested by the Department						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EAE Neighborhood Services–General Fund Annual Project								
2411	001	Permanent Salaries				$322,696	$322,696	*
		* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification						
2465	001	Project Manager IV	5508N	0.75	0.75	93,135	93,135	*

* The Budget Analyst is recommending that this position ($117,350 in Salary and Fringe Benefits) be reserved until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and the Department of Public Works (DPW). This Project Manager position is funded by the General Fund, and will annualize to 1.0 FTE with a permanent Salary and Fringe Benefits of $156,467 which is $1,228 more than the Salary and Fringe Benefit cost of the General Manager. This Program Manager will manage the Department's capital program and supervise the Capital Division Team in coordinating all capital projects for the Department.

The Department is recommending the addition of 27 new FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTE with an annual Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these new 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in Salaries and Fringe Benefits are field positions including gardeners, arborist technicians, and truck drivers. The Budget Analyst has recommended that these positions also be reserved pending a report back to the Board of Supervisors to present a plan that accounts for all of the costs of the addition of the Department's Capital Division Team, including determining that taking over the contract function that DPW performs could more effectively be performed by the Department.

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		The Department has not performed any cost benefit analysis to determine that establishing this Capital Division will be cost effective. In addition to the cost of the 16 new administrative staff, the Department has not identified the other specific overhead costs that will be incurred as a result of establishing this new Division, such as any cost for increased space requirements, furnishings, computer equipment, and other administrative requirements Additionally, the Department currently has 12 existing positions (with annual Salary and Fringe Benefits of $1,140,078) funded by Open Space funding, bond funding and the General Fund to provide oversight and planning of existing capital projects The Department has not explained how all current positions will be taken into account in this plan.						
		The Department has stated that they intend on using their complete contracting authority for capital projects, as authorized under the Charter amendment passed in November 1999, instead of only using the resources and expertise of DPW to design projects, to develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management. The Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team. In the Budget Analyst's judgement, without a well developed plan, using appropriate policies and procedures, the result of the addition of such administrative staff may be extensive duplication of DPW's administrative procedures or the inefficient and ineffective management of these contracts						
		The Budget Analyst recommends the reserve of this Project Manager position until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and DPW Further, the Department should develop a plan that accounts for all of the costs of the addition of such personnel and accounts for the use of the current personnel the Department already has which perform similar functions for Open Space, the Park Renaissance Project and other bond funds Additionally, the Department should compare their costs to DPW's cost for performing the same services The Budget Analyst further recommends that this plan and all related information be presented to the Board of Supervisors for review and approval.						
411	013	Mandatory Fringe Benefits				71,189	71,189	*
		The Budget Analyst recommends a reserve of $24,215 in Fringe Benefits related to the Permanent Salaries reserved above						
CD Structural Maintenance - General Fund Non-project								
433	001	Permanent Salaries				3,942,958	3,938,835	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings	
2469	001	Secretary II	1446S	0	1	$0	$45,832	$ (45,832)	
2469	001	Executive Secretary	1450S	1	0	49,955	0	49,955	
		Disapprove this substitution since the Department has not obtained Department of Human Resources approval or provided adequate justification							
2469	001	Senior Clerk Typist	1426O	1.5	1.5	62,483	62,483		*
2469	001	Senior Account Clerk	1632O	0.75	0.75	33,982	33,982		*
2469	001	Senior Accountant	1652O	0.75	0.75	38,563	38,563		*
2469	001	Principal Accountant	1654O	0.75	0.75	46,882	46,882		*
2469	001	Junior Administrative Analyst	1820O	0.75	0.75	33,649	33,649		*
2469	001	Senior Administrative Analyst	1823O	1.5	1.5	100,890	100,890		*
2469	001	Principal Administrative Analy	1824O	0.75	0.75	58,960	58,960		*
2469	001	Gardener	3417O	7.5	7.5	326,120	326,120		*
2469	001	Park Section Supervisor	3422O	1.5	1.5	79,200	79,200		*
2469	001	Arborist Technician	3435O	3	3	162,003	162,003		*
2469	001	Tree Topper Supervisor	3436O	0.75	0.75	42,634	42,634		*
2469	001	Landscape Architect Assoc	5272O	1.5	1.5	107,467	107,467		*
2469	001	Senior Landscape Architect	5275O	0.75	0.75	72,016	72,016		*
2469	001	Planner V	5283O	0.75	0.75	71,312	71,312		*
2469	001	Planner IV, Transportation	5293O	1.5	1.5	120,269	120,269		*
2469	001	Building Inspectors	6331O	0.75	0.75	56,259	56,259		*
2470	001	Operating Engineer, Universal	7328O	0.75	0.75	47,000	47,000		*
2470	001	Truck Driver	7355O	1.5	1.5	80,492	80,492		*

* The Budget Analyst recommends the reserve of these bond funded positions until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and the Department of Public Works (DPW).

Department: REC Recreation And Park Commission

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings

The Department is recommending the addition of the above listed 27 FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTE with an annual Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these new 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in Salaries and Fringe Benefits are field positions including gardeners, arborist technicians, and truck drivers.

The Department has not performed any cost benefit analysis to determine that establishing this Capital Division will be cost effective. In addition to the cost of the 16 new administrative staff, the Department has not identified the other specific overhead costs that will be incurred as a result of establishing this new Division, such as any cost for increased space requirements, furnishings, computer equipment, and other administrative requirements. Additionally, the Department currently has 12 existing positions (with annual Salary and Fringe Benefits of $1,140,078) funded by Open Space funding, bond funding and the General Fund to provide oversight and planning of existing capital projects, and has asked for the addition of a new project manager (with annual permanent Salary and Fringe Benefits of $156,467) this year to coordinate all of the Capital Projects in the Department. The Budget Analyst has recommended that the Project Manager position also be reserved pending a report back to the Board of Supervisors to present a plan that accounts for all of the costs of the addition of the Department's Capital Division Team, including determining that taking over the contract function that DPW performs could more effectively be performed by the Department. The Department has not explained how all current positions will be taken into account in this plan.

The Department has stated that they intend on using their complete contracting authority for capital projects, as authorized under the Charter amendment passed in November 1999, instead of only using the resources and expertise of DPW to design projects, to develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management. The Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team. In the Budget Analyst's judgement, without a well developed plan, using appropriate policies and procedures, the result of the addition of such administrative staff may be extensive duplication of DPW's administrative procedures or the inefficient and ineffective management of these contracts.

The Budget Analyst recommends the reserve of these bond funded positions until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and DPW. Further, the Department should develop a plan that accounts for all of the costs of the addition of such personnel and accounts for the use of the current personnel the Department already has which perform similar functions for Open Space, the Park Renaissance Project and other bond funds. Additionally, the Department should compare their costs to DPW's cost for performing the same services. The Budget Analyst further recommends that this plan and all related information be presented to the Board of Supervisors for review and approval.

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2433	013	Mandatory Fringe Benefits				$982,068	$980,996	$1,072
		Reduction of $1,072 corresponds to reductions in permanent salaries. In addition, the Budget Analyst recommends a reserve of $400,447 in Fringe Benefits related to the Permanent Salaries reserved above.						
2433	060	Equipment Purchase				153,000	66,000	*
		* The recommended reductions in Equipment purchase is the total of the following specific recommendations regarding individual items						
2487	060	Model F250 Ford Pickup	RP042N	1	0	30,000	0	30,000
2487	060	Ford Econoline Commercial Van	RP044N	1	0	27,000	0	27,000
2487	060	3/4 Ton Utility Pickup	RP047N	1	0	30,000	0	30,000
		The Department has not provided adequate justification for this request of $87,000 for new equipment. We are, however, recommending approval of $843,000 in other replacement and new equipment requested by the Department.						
		ECG Maint & Oper Of Golf Courses--General Fund Non-Project						
2440	001	Permanent Salaries - Misc				2,125,506	2,013,997	*
		* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification						
2474	001	Attrition Savings - Misc	9993M	(2.31)	(4.6)	(112,268)	(223,777)	111,509
		To increase attrition savings in the Department to 10 percent. Actual attrition for FY 1999-00 is 12.2 percent. Further, the Budget Analyst notes that the Harding (18 holes) and Fleming (9 holes) golf courses will be closed in October 2000 for approximately a year. Although the staff responsible for the Harding and Fleming golf courses will be involved in the replanting of these courses, they will also be available to provide						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		the replanting of these courses, they will also be available to provide additional services in the other City golf courses						
2440	011	Overtime				$34,761	$23,261	$11,500
		To reduce overtime by $11,500. The Harding and Fleming golf courses, which represent approximately a third of the City's golf courses, will be closed in October 2000 for approximately a year. Additionally, the permanent staff assigned to these two courses will be available to provide additional services in the other City golf courses, which should also help defray overtime expenses.						
2440	013	Mandatory Fringe Benefits				555,935	526,943	28,992
		Corresponds to changes in permanent salaries.						
ECH 3Com Park-- General Fund Non-Project								
442	001	Permanent Salaries				$1,023,584	$893,961	*
		* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification.						
475	001	Gardener	3417L	3	0	129,623	0	129,623
		Reduce the three 3417 Gardener positions that were limited tenure positions. The Budget Analyst recommends this reduction because of the reduction in workload now that the San Francisco Giants will no longer be playing baseball at 3Com Park. The Department will still have 287.5 FTE Gardener positions						
442	011	Overtime				128,252	73,252	55,000
		Reduce the overtime for 3Com Park by $55,000. In FY 1999-00, the Department spent approximately $110,000 for overtime at 3Com Park to cover both the San Francisco Giant's evening and weekend games and the San Francisco 49er's football games in the Fall of 1999. Since the San Francisco Giants will no longer be playing at 3Com Park, required overtime should be reduced. Further, since the Department intends on marketing the facility for multiple use, any overtime that is incurred and which is related to these special events should be budget						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		use, any overtime that is incurred and which is related to these special events should be budget neutral and borne by the organization renting the facility						
2442	013	Mandatory Fringe Benefits Corresponds to the reduction in permanent salaries				$282,038	$248,336	$33,702
2442	032	Utilities Reduce for the rental of portable toilets that will no longer be required now that the Giants are no longer playing in 3Com Park				114,992	79,992	35,000
2442	040	Materials & Supplies Budget Reduce to the amount justified by the Department				316,910	292,500	24,410
2443	081	Services of Other Departments Reduce the budget for PUC Light, Heat, and Power from $480,552 to $202,000. Major expenditures for Light, Heat and Power relate to the functions at 3Com Park and are recovered from the organizations using 3Com Park. In FY 1998-99 and FY 1999-00, the Department recovered 100 percent of these PUC charges from the 49ERS, Giants and the food concessionaire. The budgeted recoveries for FY 2000-01 from the 49ERS and the food concessionaire are $116,000. This provides the Department with $85,000 (20% of FY 1999-00 expenditures) for PUC charges in the Park during the remainder of the year when uses are minimal. Since the Department intends on marketing the facility for multiple use, any PUC charges incurred related to these special events should be budget neutral and borne by the organization renting the facility				793,361	514,809	278,552
EIA Dept'l Admin-Business Office--General Fund Non-project								
2446	001	Permanent Salaries * The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification.				2,959,152	2,937,345	*

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
178	001	Bus Analyst--Principal	1054S	0	1	$0	$84,789	$ (84,789)
178	001	Information Systems Manager	1071S	1	0	114,825	0	114,825
178	001	Special Assistant XIII	1372S	1	0	79,975	0	79,975
179	001	Executive Secretary III	1454S	0	1	0	60,254	(60,254)
179	001	Supervising Fiscal Officer	1675S	1	0	90,996	0	90,996
179	001	Senior Administrative Analyst	1823S	0	1	0	69,103	(69,103)
179	001	Principal Administrative Analyst	1824S	0	1	0	80,767	(80,767)
180	001	Assistant Industrial Hygienist	6137S	1	0	61,105	0	61,105
180	001	Estimated Project Funding	9996M	0	0.5	0	30,181	(30,181)

Disapprove these substitutions since the Department has not obtained Department of Human Resources approval or provided adequate justification for the substitutions.

146	013	Mandatory Fringe Benefits				743,118	737,448	5,670

Corresponds to the reduction in permanent salaries

146	027	Professional & Specialized Services				293,193	275,693	17,500

Reduce Professional & Specialized Services by $17,900 for training that is to be performed by the Department of Environment. The $17,900 was reallocated to and is included in Services of Other Departments, but was not reduced from this budget line item. Therefore the $17,900 recommended reduction has been budgeted twice.

H.J. Children's Baseline--General Fund Non-Project

154	001	Permanent Salaries - Misc				8,579,361	8,568,059	*

* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification.

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2481	001	Special Assistant V	1364A	1.25	1	$56,513	$45,211	$ 11,302
		To reduce the 1364 Special Assistant V by 0.25 FTE which represents a clerical error. The Department agrees with this reduction which will bring the number of FTE for this position to the intended total of 2.0 FTE						
2454	013	Mandatory Fringe Benefits				2,587,779	2,584,840	2,939
		Corresponds to changes in permanent salaries						
2454	022	Training				36,500	22,000	14,500
		The Department has not adequately justified training for recreational staff. This budget was increased from zero in FY 1998-99 to $36,500 in FY 1999-00, yet the Department had no training expenditures for the recreation staff in FY 1999-00. Further, the Department revised the training budget downward in the current year by $17,900 so it could increase expenditures in other categories in the budget. The recommended reduction will still provide the Department with a total training budget of $122,390 that is approximately 70 percent more than actual FY 1999-00 expenditures						
2454	035	Other Current Expense				328,090	135,000	193,090
		To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						

Total Recommended Reductions	$ 1,522,002
Total Recommended Reserves	$ 2,057,978

DEPARTMENT: SCI ACADEMY OF SCIENCES

FINANCIAL DATA:

The Academy of Sciences' proposed $2,056,051 budget for FY 2000-01 is $8,604 or 0.42 percent more than the original FY 1999-2000 budget of $2,047,447. The net increase from the revised FY 1999-2000 budget is $8,604 or 0.42 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Academy of Sciences	$ 1,947,447	$ 1,947,447	$ 1,956,051	$ 8,604
Total Operating Expenditures	$ 1,947,447	$ 1,947,447	$ 1,956,051	$ 8,604
Capital Improvements & Fac. Maint.	100,000	100,000	100,000	-
Total Expenditures	$ 2,047,447	$ 2,047,447	$ 2,056,051	$ 8,604

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 8.76 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Academy of Sciences	8.76	8.76	8.76	-
Total	8.76	8.76	8.76	-

Department: SCI ACADEMY OF SCIENCES (continued)

DEPARTMENT REVENUES

General Fund support has increased by $8,604 or 0.4 percent, from $2,047,447 in FY 1999-00 to $2,056,051 in FY 2000-01.

DESCRIPTION

The Academy of Sciences operates the Steinhart Aquarium, the Natural History Museum, and the Morrison Planetarium. The Academy of Sciences budget in FY 2000-01 is approximately $20,000,000 of which the City General Fund contributes $2,056,051 and remaining funds of approximately $18,000,000 come from private donations and admission revenues. The City funds nine positions, which include eight Stationary Engineers and one Chief Stationary Engineer, to maintain the 11 buildings occupied by the Academy of Sciences, provides operating funds for the Steinhart Aquarium, and pays the saltwater and sewer discharge charges for the Academy of Sciences.

The San Francisco voters approved General Obligation (GO) Bonds of $87,445,000 for the renovation, seismic upgrades, and expansion of the Academy of Sciences on March 7, 2000. According to the Mayor's Office of Public Finance, the City plans to issue the first series of the Academy of Sciences GO Bonds in the Fall of 2000. The Academy of Sciences plans to fully provide its programs during FY 2000-01. The Academy will begin the planning and design of the renovation project but construction is not scheduled to begin in FY 2000-01.

The proposed FY 2000-01 budget includes (a) an increase of $21,743 for salary and mandatory fringe benefit costs due to MOU-related increases, (b) an increase of $34,664 for funding for the Steinhart Aquarium, and (c) a decrease of $47,803, primarily due to decreased saltwater and sewer discharge charges.

RECOMMENDATIONS

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: USD COUNTY EDUCATION OFFICE

FINANCIAL DATA:

The County Education Office's proposed $2,628,404 budget for FY 2000-01 is $907,089 or 52.70 percent more than the original FY 1999-2000 budget of $1,721,315. The net increase from the revised FY 1999-2000 budget is $250,089 or 10.52 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	$ 65,315	$ 65,315	$ 65,404	$ 89
Children's Baseline Music Program	600,000	600,000	600,000	-
Elementary Arts Education Program	-	657,000	907,000	907,000
San Francisco Unified School District Sports Program	1,056,000	1,056,000	1,056,000	0
Total Expenditures	$ 1,721,315	$ 2,378,315	$ 2,628,404	$ 907,089
Less Work Order Recoveries	(15,000)	(15,000)	(15,000)	-
Net Expenditures	$ 1,706,315	$ 2,363,315	$ 2,613,404	$ 907,089

Department: USD COUNTY EDUCATION OFFICE (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1.00 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows.

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Country Education Services	1.00	1.00	1.00	-
Total	1.00	1.00	1.00	-

DEPARTMENT REVENUES

The County Education Office's projected General Fund revenue for FY 2000-01 totals $2,613,404. General Fund support has increased by $907,089 or 53.2 percent from the original budget for FY 1999-00 of $1,706,315, and $250,089 or 10.6 percent from the revised budget for FY 1999-00 of $2,363,315.

DESCRIPTION

The County Education Office, which is primarily supported by State monies, provides athletic, arts, and cultural programs to high school and middle school students that contributes to their physical, social, and emotional development.

In accordance with the City Charter and the State Education Code, the City and County government is required to compensate members of the Board of Education, pay a portion of the County Superintendents' salary, and pay certain fixed charges. Accordingly, this budget includes funds for the following items:

$42,000 for the seven members of the Board of Education ($500 per member per month),
$22,279 of the Superintendent's salary and fringe benefit costs, and
$1,125 for materials and supplies, to provide for the expenses of the Superintendent of Schools

Such costs, totaling $65,404 for FY 2000-01, are $89 more than the budgeted amount of $65,315 in FY 1999-00.

Department: **USD COUNTY EDUCATION OFFICE (continued)**

The proposed FY 2000-01 budget contains $600,000 for the Children's Baseline Music program, and $1,056,000 for the San Francisco Unified School District (SFUSD) Sports program, which is unchanged from the FY 1999-00 budget.

The proposed FY 2000-01 budget also includes $907,000 in increased funding for the Elementary Arts Education Program. In October of 1999, the Board of Supervisors approved a supplemental appropriation of $657,000 to provide one-time funding for the San Francisco Unified School District (SFUSD) Elementary Arts Education Program for FY 1999-00 (File 99-1723). According to SFUSD, in FY 1997-98 and FY 1998-99, the District was able to find one-time revenues to support the program, but in FY 1999-00 was not able to identify such revenues. The County Education Office is now proposing the continuation of the one-time appropriation of $657,000, plus an additional $250,000, totaling $907,000, to expand the Elementary Arts Education Program.

COMMENT

The Budget Analyst considers approval of $907,000 for the Elementary Arts Education Program to be a policy matter for the Board of Supervisors.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: County Education Office

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2499	035	Other Current Expenses				$ 907,000	$907,000*	

* The Budget Analyst considers approval of City General Fund monies of $907,000 for the Elementary Arts Education Program to be a policy matter for the Board of Supervisors. In FY 1999-00 the Board of Supervisors approved one-time only funds of $657,000 for the Elementary Arts Education Program. The requested amount of $907,000 would continue $657,00 in funding, plus $250,000 in increased funding for the expansion of the program. It should be noted that the City is already contributing $1,656,000 to the County Education Office, including $600,000 for the SFUSD Music Program and $1,056,000 for the SFUSD Sports Program.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: WAR WAR MEMORIAL

FINANCIAL DATA:

The War Memorial's proposed $10,757,126 budget for FY 2000-01 is $561,065 or 5.50 percent more than the original FY 1999-2000 budget of $10,196,061. The net increase from the revised FY 1999-2000 budget is $364,959 or 3.51 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Operation & Maintenance	$ 8,875,061	$ 9,071,167	$ 10,757,126	$ 1,882,065
Total Operating Expenditures	$ 8,875,061	$ 9,071,167	$ 10,757,126	$ 1,882,065
Capital Improvements & Fac. Maint.	1,321,000	1,321,000	-	(1,321,000)
Total Expenditures	$ 10,196,061	$ 10,392,167	$ 10,757,126	$ 561,065
Less Work Order Recoveries	(487,500)	(487,500)	(487,506)	(6)
Net Expenditures	$ 9,708,561	$ 9,904,667	$ 10,269,620	$ 561,059

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 94.59 FTEs, which is 0.32 FTEs more than the 94.27 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Operation & Maintenance	94.27	94.27	94.59	0.32
Total	94.27	94.27	94.59	0.32

Department: WAR War Memorial (continued)

Department Revenues

Department revenues appear to have decreased by $759,941, or approximately 6.9 percent, because of the omission of technical adjustments to the War Memorial's budget. Actually, overall revenues for the War Memorial are increasing, primarily as a result of a $521,957 increase from Hotel Taxes allocated to the War Memorial. The remaining increases are from rental of the Opera House, which is projected to increase by $23,672, rental of Herbst Theater, which is projected to increase by $8,885 and various smaller amounts of rental revenue increases.

Description

Although the proposed budget does not include any funds for Facilities Maintenance and Capital Improvements for the War Memorial, a technical adjustment adding $1,560,500 for such Facilities Maintenance and Capital Improvements will be made, which is an increase of $239,500 over the current Fiscal Year. Such Facilities Maintenance funds will be used primarily for Fire Alarm and HVAC Upgrades, Long-term Seismic Planning and routine facilities maintenance, such as painting and re-carpeting. The increased cost of these Facilities Maintenance and Capital Improvements will be covered by decreasing the amount of Unappropriated Revenue-Unreserved by the corresponding amount of $1,560,500.

Other major increases in the proposed budget for War Memorial include $89,700 more for Equipment Purchases and $215,944 for Services of Other Departments, which is primarily due to an increase of $254,798 for Workers Compensation. The increase of 0.32 in position count is primarily due to the transfer of the currently shared (70% and 30%) 1270 Departmental Personnel Officer position between the War Memorial and the Fine Arts Museum to be a full-time position solely responsible for the War Memorial.

Comment

The Mayor's budget provides an increase of $561,065. Our recommended reductions, which total $45,985, would still allow an increase of $515,080 or 5.1% in the Department's budget.

artment: WAR - War Memorial

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EED		Operations & Maintenance						
2506	001	Permanent Salaries - Misc				$4,445,655	$4,420,003	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
2510		Special Assistant X	1369	1.00	0.00	65,160	0	$65,160
		Senior Management Assistant	1844	0.00	1.00	0	61,958	(61,958)
		Reduce to reflect substitution for a lower classification that was approved by the Department of Human Resources.						
2511	9996M	Estimated Project Funding - Misc				0	(22,450)	22,450
		Reinstate sharing of 70% for the War Memorial and 30% for the Fine Arts Museum of one full-time 1270 Departmental Personnel Officer included in War Memorial's FY 1999-00 budget. The Estimated Project Funding - Misc. represents Fine Arts Museum's share of the cost for this position. This reduction would continue the existing 0.7 FTE position, rather than the proposed 1.0 FTE, for the War Memorial.						
2506	013	Mandatory Fringe Benefits				1,211,727	1,210,894	833
		Corresponds to the reduction in Permanent Salaries - Misc.						
2506	040	Materials & Supplies				265,185	260,185	5,000
		Reduce to reflect actual expenditure rates for the current year, adjusted by a cost of living factor.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: WAR - War Memorial

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2506	060	Equipment Purchase				$103,700	$89,200	*
		* The recommended reduction in equipment is the total of the following specific recommendations						
2512		32" Automatic Floor Scrubber	WM003	1.00	0.00	9,200	0	$9,200
		Delete the larger of the two new Floor Scrubbers proposed for the Department						
2512		Automated External Defibrillators	WM005	2.00	1.00	10,600	5,300	5,300
		Delete one of the two requested new defibrillators						
		Total Recommended Reductions						$45,985

DEPARTMENT: AIR AIRPORT COMMISSION

FINANCIAL DATA:

The Airport Commission's proposed $496,611,435 budget for FY 2000-01 is $44,650,417 or 9.88 percent more than the original FY 1999-00 budget of $451,961,018. The net increase from the revised FY 1999-00 budget is $44,155,916 or 9.76 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Administration and Business	$295,692,526	$295,692,526	$328,942,521	$33,249,995
Safety and Security	63,310,828	63,767,136	64,780,127	1,469,299
Facilities Maintenance, Construction	83,528,410	83,566,603	93,329,655	9,801,245
Total Operating Expenditures	$442,531,764	$443,026,265	$487,052,303	$44,520,539
Capital Projects	9,429,254	9,429,254	9,559,132	129,878
Total Expenditures	$451,961,018	$452,455,519	$496,611,435	$44,650,417

Department: **Airport Commission (continued)**

Of the $44,650,417 increase in the Airport's budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Debt Service	$ 171,928,524	$ 190,860,704	$ 18,932,180
Permanent Salaries - Misc	78,470,779	89,942,602	11,471,823
Buildings, Structures (Capital)	-	4,459,132	4,459,132
Revenue Transfer to General Fund	24,000,000	28,327,877	4,327,877
Mandatory Fringe Benefits	19,877,758	23,659,623	3,781,865
Service of Other Departments	37,106,278	40,872,518	3,766,240
Other Current Expenses	40,957,216	44,182,647	3,225,431
Utilities	2,571,250	4,013,050	1,441,800
Building & Construction Supplies	2,664,845	3,799,935	1,135,090
Equipment Purchase	3,635,950	1,720,900	(1,915,050)
Budget Reduction - Not Detailed	-	(2,000,000)	(2,000,000)
Facilities Maintenance Project	9,429,254	5,100,000	(4,329,254)
Subtotal	$ 390,641,854	$ 434,938,988	$ 44,297,134
Other Changes	61,319,164	61,672,447	353,283
Total	$ 451,961,018	$ 496,611,435	$ 44,650,417

As shown in the expenditure table above, the increases in Debt Service ($18,932,180), Permanent Salaries – Misc. ($11,471,823), and Mandatory Fringe Benefits ($3,781,865), which total $34,185,868, account for 76.56 percent of the Airport's expenditure increase. Further, Debt Service, budgeted in the amount of $190,860,704, constitutes almost 40 percent (38.43%) of the Airport's total budget, including capital improvements, of $496,611,435.

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,700.85 FTEs, which is 183.69 FTEs more than the 1,517.16 FTEs in the original FY 1999-00 budget. Included in its FTE count of 1,700.85, the Airport is requesting a total of 237 (174.75 FTE) new positions, as detailed in the Attachment to this report. In FY 2000-01, the cost of providing mandatory fringe benefits for these 237 (174.75 FTE) new positions totals $2,516,249. On an annualized basis, the cost of providing mandatory fringe benefits for the new 237 positions would be a total of $3,237,886.

Department: **Airport Commission (continued)**

Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Increase (Decrease) From 1999-00 Original Budget	New Positions included in FTE Count
353.10	353.10	398.29	45.19	48
234.63	234.63	247.43	12.80	26
929.43	929.43	1,055.13	125.70	163
1,517.16	1,517.16	1,700.85	183.69	237

According to the Airport, of the 237 (174.75 FTE) new positions shown in the Attachment, 188 positions are for the new International Terminal, which is scheduled to open on September 26, 2000. These 188 new positions include 62 custodians, 76 craft positions, 8 engineer/architect/inspector positions, 9 storekeeper positions, 21 administrative and clerical positions, 6 AirTrain (Airport Transport Rail System) positions, one training officer, two property specialists, and three Aviation Library staff.

The other 49 new positions not related to the new International Terminal are being requested are to support new and current programs. These positions include:

Number of Positions	Function
11	Develop and enhance Airport-wide information technology and telecommunications systems. These new systems include the SFO-Wide Area Network, the Museum database, the Police communications system, facilities planning, the computer-aided design system, Lotus notes database applications, and the telecommunication network.
2	Create a claims investigation unit for legal services.
15	Enhance business and financial performance.
7	Assist with facilities upgrades (includes engineers, surveyors, staff to ensure Americans with Disabilities Act (ADA) compliance).
2	Enhance Airport safety program.
1	Provide clerical support for the Operations program.
3	Handle increased responsibilities and reporting requirements for the Aircraft Noise Abatement Program.
8	Comply with Federal Aviation Administration (FAA) airfield regulations.
49	**TOTAL**

We are recommending approval of 198 (144.75 FTE) of the 237 annualized new positions (174.75 FTE) requested, including 177 positions (on an annual basis) related to the new International

Department: **Airport Commission (continued)**

Terminal. We are recommending disapproval of 39 (29.5 FTE) of the 237 (174.75 FTE) requested new positions, including 10 (7.5 FTE) related to the new International Terminal.

DEPARTMENT REVENUES

Department revenue for the Airport is $632,313,126 for FY 2000-01, which is $46,752,362 or 7.98 percent more than the department revenue of $585,560,764 in the FY 1999-00 budget

DESCRIPTION

1. The Airport has budgeted a revenue transfer of $28,327,877 to the City's General Fund from the Airport's concession revenues for FY 2000-01, which is $4,327,877, or 18 percent, more than the net amount of $24.0 million transferred in FY 1999-00 In FY 1998-99, the City made its final loan repayment to the Airport related to the Airport's FY 1992-93 $25 million advance to the General Fund.

2. According to the Airport, the new International Terminal is scheduled to begin operations on September 26, 2000, or approximately four months later than the originally estimated date of May 21, 2000. The Airport reports that the new International Terminal is more than 93 percent complete. The Airport also reports that the two boarding areas of the new International Terminal are both more than 98 percent complete. Special teams are testing operating systems throughout the terminals, from baggage systems to the new electronic ticket counters. Spaces for the future retail and restaurant tenants are being designed and built. Outside of the main buildings of the new International Terminal there will continue to be construction activity on the AirTrain/Bart station, which the Airport advises is 63 percent complete. Inbound and outbound traffic ramps are 84 percent complete, and the elevated circulation roads are 85 percent complete. According to the Airport, work also continues on the North and South Terminal Parking Garages, which are 69 percent and 91 percent complete, respectively, according to the Airport.

COMMENTS

1. As of the writing of this report, the Airport had not formally responded to all of the Budget Analyst's recommendations. Therefore, these recommendations are subject to change depending on additional information provided by the Airport to the Budget Analyst.

2. The Mayor's budget provides an increase of $44,650,417 or 9.88 percent. Our recommended reductions, which total $20,354,650, would still allow an increase of $24,295,767 or 5.38 percent in the Department's budget.

Department: Airport Commission (continued)

ATTACHMENT
New Positions

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: ADMINISTRATION, BUSINESS (BGF)					
FUND: SFIA OPERATING NON PROJECT CONTROLLED Fire Department					
1021	Administrator I	0.75	1	$46,930	$46,930
1022	Administrator II	1.50	2	57,044	114,088
1023	Administrator III	0.75	1	69,316	69,316
1043	Engineer-Senior	3.00	4	84,656	338,624
1044	Engineer-Principal	1.50	2	91,078	182,156
1052	Business Analyst	0.75	1	61,360	61,360
1053	Business Analyst-Senior	1.50	2	71,032	142,064
1373	Special Assistant XIV	0.75	1	83,876	83,876
1374	Special Assistant XV	0.75	1	90,220	90,220
1408	Principal Clerk	0.75	1	49,764	49,764
1424	Clerk Typist	0.75	1	37,882	37,882
1446	Secretary II	2.25	3	45,656	136,968
1632	Senior Account Clerk	0.75	1	42,432	42,432
1652	Senior Accountant	0.75	1	51,220	51,220
1684	Associate Auditor	1.50	2	65,364	130,728
1802	Research Assistant	0.75	1	48,542	48,542
1823	Senior Administrative Analyst	0.75	1	67,002	67,002
1824	Principal Administrative Analyst	0.75	1	78,312	78,312
1844	Senior Management Assistant	0.75	1	61,958	61,958
9206	Airport Property Specialist I	1.50	2	69,810	139,620
9255	Airport Economic Planner	1.50	2	83,018	166,036
9920	Public Service Aide-Asst. to Professional	1.25	2	26,104	52,208
	SUBTOTAL	25.25	34		$2,191,306

Department: Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PACA04 Exhibitions, Museums & Cultural Exchange					
1042	Engineer-Journey	0.75	1	76,440	76,440
	SUBTOTAL	**0.75**	**1**		**$76,440**
PACA08 Legal Services					
8151	Claims Investigator	0.75	1	69,654	69,654
8152	Senior Claims Investigator	0.75	1	76,778	76,778
	SUBTOTAL	**1.50**	**2**		**$146,432**
PACA19 Aviation Museum					
1840	Junior Management Asst.	0.75	1	47,606	47,606
3610	Library Assistant	2.00	3	41,496	124,488
	SUBTOTAL	**2.75**	**4**		**$172,094**
PACA37 Administration					
1376	Special Assistant XVII	1.5	2	104,442	208,884
1377	Special Assistant XVIII	0.75	1	112,398	112,398
1450	Executive Secretary I	0.75	1	49,764	49,764
	SUBTOTAL	**3.00**	**4**		**$371,046**
PACA47 Runway 2020					
AC27	Director of Airport Runways	0.75	1	157,742	157,742
9258	Airport Asst. Dep. Director, Bus & Finance	1.50	2	95,914	191,828
	SUBTOTAL	**2.25**	**3**		**$349,570**
	TOTAL ADMIN (BGF)	**35.50**	**48.00**		**$2,957,318**

Department: Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: SAFETY & SECURITY (BGG)					
1424	Clerk Typist	1.50	2	$37,882	$75,764
1840	Junior Management Asst.	0.75	1	47,606	47,606
5290	Transit Planner IV	0.50	1	79,872	79,872
9204	Airport Communications Supervisor	0.75	1	60,164	60,164
9212	Airfield Safety Officer	3.75	5	58,422	292,110
	SUBTOTAL	7.25	10		$555,516
PACA05	NOISE MONITORING PROGRAM				
1003	Operator-Senior	1.50	2	46,228	92,456
1374	Special Assistant XV	0.75	1	90,220	90,220
1446	Secretary II	0.75	1	45,656	45,656
5267	Asst. Airport Noise Abatement Officer	0.75	1	74,932	74,932
	SUBTOTAL	3.75	5		$303,264
PACA06	PARKING GARAGE MANAGEMENT				
5281	Planner III, Administrative	0.50	1	67,314	67,314
	SUBTOTAL	0.50	1		$67,314
PACA46	AIRPORT SYSTEMS				
1370	Special Assistant XI	0.75	1	67,964	67,964
1840	Junior Management Assistant	0.75	1	47,606	47,606
1842	Management Assistant	0.75	1	54,054	54,054
	SUBTOTAL	2.25	3		$169,624
PACA50	AIRPORT TRAIN OPERATION				
1371	Special Assistant XII	1.25	2	73,138	146,276
1450	Executive Secretary I	0.25	1	49,764	49,764
5240	Electrical Engineer	0.25	1	82,628	82,628
5506	Project Manager III	0.25	1	105,326	105,326
	SUBTOTAL	2.00	5.00		$383,994
	WATER QUALITY CONTROL				
73720	Stationary Engineer	1.50	2	58,682	117,364
	SUBTOTAL	1.50	2		$17,364
	TOTAL SAFETY (BGF)	17.25	26		$1,497,076

Department: Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: FACILITIES, MAINTENANCE & CONSTRUCTION (BGH)					
SFIA-Operating Non Proj Controlled Fire Department					
1426	Senior Clerk typist	0.75	1	41,496	41,496
1920	Inventory Clerk	2.25	3	36,348	109,044
1922	Senior Inventory Clerk	0.75	1	37,440	37,440
1929	Parts storekeeper	3.00	4	44,694	178,776
1934	Storekeeper	0.75	1	39,832	39,832
2618	Food Service Supervisor	1.50	2	42,588	85,176
2619	Senior Food Service	0.75	1	46,930	46,930
2706	Housekeeper	10.50	14	33,488	468,832
2708	Custodian	29.25	39	38,038	1,483,482
2716	Custodial Assistant Supervisor	1.50	2	41,782	83,564
3417	Gardener	1.50	2	43,316	86,632
5204	Assistant Civil Engineer	0.75	1	60,164	60,164
5254	Associate Mechanical Engineer	0.75	1	71,370	71,370
5302	Traffic Survey Technician	0.75	1	49,036	49,036
5312	Surveyor	0.75	1	56,168	56,168
5320	Illustrator and Art Designer	0.75	1	55,120	55,120
5346	Mechanical Engineer Associate I	0.75	1	52,988	52,988
6235	Heat and Ventilation Inspector	0.75	1	71,864	71,864
6242	Plumbing Inspector	0.75	1	71,864	71,864
6248	Electrical Inspector	0.75	1	71,864	71,864
7220	Asphalt Finisher Supervisor I	0.75	1	60,034	60,034
7226	Carpenter Supervisor I	0.75	1	71,552	71,552
7238	Electrician Supervisor I	0.75	1	69,472	69,472
7287	Supervising Electronic	0.75	1	82,862	82,862
7313	Automotive Machinist	0.75	1	53,040	53,040
7318	Electronic Maintenance Technician	0.75	1	71,552	71,552
7328	Operating Engineer, Universal	0.75	1	62,426	62,426
7333	Apprentice Stationary Engineer	4.50	6	50,596	303,576
7334	Stationary Engineer	12.50	17	53,248	905,216
7335	Senior Stationary Engineer	1.50	2	60,138	120,276
7342	Locksmith	1.50	2	57,980	115,960

Department: Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
7344	Carpenter	3.75	5	57,980	289,900
7346	Painter	3.75	5	52,598	262,990
7347	Plumber	3.00	4	66,846	267,384
7348	Steamfitter	2.25	3	66,846	200,538
7349	Steamfitter Assistant	0.75	1	73,710	73,710
7355	Truck Driver	3.75	5	53,456	267,280
7372	Stationary Engineer, Sewage Plant	1.50	2	58,682	117,364
7376	Sheet Metal Worker	3.00	4	67,132	268,528
7381	Automotive Mechanic	0.75	1	52,234	52,234
7392	Window Cleaner	3.00	4	51,220	204,880
7404	Asphalt Finisher	1.50	2	44,148	88,296
7410	Automotive Service Worker	0.75	1	41,990	41,990
7457	Traffic and Street Sign Maint Worker	1.50	2	44,044	88,088
7502	Asphalt Worker	0.75	1	42,692	42,692
7514	General Laborer	1.50	2	41,886	83,772
9345	Sheet Metal Supervisor	1.50	2	74,022	148,044
	SUBTOTAL	117.50	157		$7,635,298
PACA12	ENVIRONMENTAL CONTROL PROGRAM				
6130	Safety Analyst	0.75	1	78,702	78,702
8139	Industrial Injury Investigator	0.75	1	51,740	51,740
	SUBTOTAL	1.50	2		$130,442
PACA22	BUREAU OF PLANNING				
1446	Secretary II	0.75	1	45,656	45,656
5289	Transit Planner III	0.75	1	67,314	67,314
5298	Planner III Environmental Review	0.75	1	67,314	67,314
5364	Civil Engineering Assoc. I	0.75	1	52,988	52,988
	SUBTOTAL	3.00	4		$233,272
	TOTAL FACILITIES BGF	122	163		$7,999,012
	TOTAL AIRPORT	174.75	237		$12,453,406

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Administration, Business (BGF)								
954	001	Permanent Salaries - Misc.				$ 15,923,144	$ 14,865,170	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
1027	001	Administrator I	1021N	0.75	0.00	36,301	0	36,301
1027	001	Administrator II	1022N	1.50	0.00	88,248	0	88,248
1027	001	Administrator III	1023N	0.75	0.00	53,617	0	53,617
1027	001	Business Analyst	1052N	0.75	0.00	47,463	0	47,463
1027	001	Business Analyst - Senior	1053N	1.50	0.00	109,888	0	109,888
1029	001	Special Assistant XIV	1373N	0.75	0.00	64,564	0	64,564
1029	001	Special Assistant XV	1374N	0.75	0.00	69,447	0	69,447
1029	001	Special Assistant XVII	1376N	0.75	0.00	80,395	0	80,395
1029	001	Principal Clerk	1408N	0.75	0.00	37,467	0	37,467
1030	001	Secretary II	1446N	2.25	0.75	103,122	34,374	68,748
1030	001	Executive Secretary I	1450N	1.50	0.75	74,934	37,467	37,467
1031	001	Associate Auditor	1684N	1.50	0.75	101,119	50,560	50,559
1031	001	Research Assistant	1802N	0.75	0.00	36,547	0	36,547
1032	001	Senior Admin. Analyst	1823N	0.75	0.00	51,827	0	51,827
1032	001	Principal Admin.	1824N	0.75	0.00	60,575	0	60,575
1032	001	Senior Mgmt. Asst.	1844N	0.75	0.00	46,647	0	46,647
1033	001	Airport Property Spec.	9206N	1.50	0.75	107,998	53,999	53,999
1033	001	Airport Economic Planner	9255N	1.50	0.75	128,430	64,215	64,215

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		To eliminate 21 new administrative position requests (15.75 FTE) not sufficiently justified. The Airport has multiple existing positions authorized in each classification listed, with the exceptions of the Administrator III, the Business Analyst - Senior, and the Associate Auditor, which the current authorization is for one each. The table on the following page shows for each of the requested positions the position classification and title, the annual cost of the classification at the top step, and the number of positions (1) in the FY 1999-00 budget, (2) the number of positions in the FY 2000-01 budget, and (3) the number of positions actually filled, as reported by the Controller as of June 9, 2000. In some instances the Airport has more employees filling positions than are authorized by the Board of Supervisors in the FY 1999-00 budget. For example, the FY 1999-00 budget authorizes a total of 5.75 FTE positions in classification 1373, Special Assistant XIV However, the Department currently has 20 staffmembers assigned to classification 1373. As a further example, not shown in the table but reported by the Controller, the Department has eight staffmembers assigned to position classification 1380, Special Assistant XXI, at an annual salary of $136,266 each at the top step, although only one such position is currently authorized by the Board of Supervisors						
		On an annual basis, the cost of the requested 21 new positions is $1,731,452 at the top step, plus $450,177 in Fringe Benefits, for a total cost of $2,181,629						
		The Airport is requesting a total of 237 (on an annualized basis) new positions (174.75 FTE), of which 188 (on an annualized basis) are being requested for the new International Terminal. Our recommended reductions total 39 (on an annualized basis) new positions (29.5 FTE), including 10 positions (on an annualized basis) (7.5 FTE) for the new International Terminal. However, we are recommending approval of 177 positions on an annualized basis for the new International Terminal. The Airport was authorized a total of 329 new positions in the FY 1999-00 budget, including 253 positions for the new International Terminal.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings

Classification	Title	Annual Salary at Top Step	FTEs FY 1999-00 Budget	FTEs FY 2000-01 Budget	Actuals
1021	Administrator I	$46,930	1.50	0.75	3.00
1022	Administrator II	57,044	3.50	7.50	9.00
1023	Administrator III	69,316	1.00	0.75	1.00
1052	Business Analyst	61,360	2.75	2.75	2.00
1053	Business Analyst - Senior	71,032	1.00	4.50	4.00
1373	Special Assistant XIV	83,876	5.75	4.75	20.00
1374	Special Assistant XV	90,220	15.75	20.50	12.00
1376	Special Assistant XVII	104,442	11.75	19.50	23.90
1408	Principal Clerk	49,764	2.00	2.75	1.00
1446	Secretary II	45,656	38.25	47.00	34.07
1450	Executive Secretary I	49,764	28.50	36.00	19.95
1684	Associate Auditor	65,364	1.00	2.50	1.00
1802	Research Assistant	48,542	6.00	5.75	1.20
1823	Senior Administrative Analyst	67,002	11.75	17.75	9.00
1824	Principal Administrative Analyst	78,312	8.75	15.75	7.95
1844	Senior Management Assistant	61,958	15.08	14.75	5.00
9206	Airport Property Specialist	69,810	7.70	9.50	7.98
9255	Airport Economic Planner	83,018	9.00	11.50	5.00

954	013	Mandatory Fringe Benefits				4,505,567	4,230,494	275,073
		Corresponds to reduction in salaries						
954	023	Employee Field Expense				16,364	13,300	3,064
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
954	025	Entertainment & Promotion				108,500	40,000	68,500
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-						
954	027	Professional & Specialized Services				7,696,400	4,000,000	3,696,400
		To eliminate funding for outside consultant services not sufficiently explained. Our recommendation of $4 million would provide the Airport with $588,652 more than was budgeted in FY 1999-00 and $2,134,470 more than actual expenditures in FY 1998-99						
954	028	Maintenance Svcs. - Building				287,280	4,000	283,280
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
954	029	Maintenance Svcs. - Equipment				435,544	150,000	285,544
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
954	054	Other Fixed Charges Nothing has been charged to this account in FY 1999-00, although $100,000 was budgeted				100,000	0	100,000
955	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations				823,500	523,500	*
1072	060	Data Processing Systems To reduce the Equipment budget to the minimum essential	AC001N	0	0	823,500	523,500	300,000
Exhibitions, Museums, & Cultural Exchange (PACA04)								
956	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				867,884	808,756	*

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1035	001	Engineer - Journey To eliminate a position request not sufficiently justified. The position would have an annual salary of $76,440 at the top step. The Airport is currently authorized eight Engineer - Journey positions. We are however recommending approval of 198 new positions including 177 for the new International Airport.	1042N	0.75	0.00	59,128	0	59,128
957	001	Mandatory Fringe Benefits Corresponds to reduction in salaries				222,640	207,267	15,373
957	089	Budget Reduction - Not Detailed To reduce the budget for the Museum Program commensurate with expenditures in FY 1999-00				(100,000)	(500,000)	400,000

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Personnel Services (PACA07)								
958	089	Budget Reduction - Not Detailed				0	(350,000)	350,000
		To reduce the $3,124,831 budget for the Personnel Services unit to $2,774,831 These increase fund services provided by the Department of Human Resources to the Airport such as classification examinations and background checks, commensurate with FY 1999-00 expenditures A total of $3,124,831 is budgeted for FY 2000-01						
Legal Services (PACA08)								
959	089	Budget Reduction - Not Detailed				(500,000)	(1,500,000)	1,000,000
		To reduce the $7,211,075 budget for Legal Services commensurate with FY 1999-00 expenditures The requested budget of $7,211,075 would support City Attorney services in the amount of $3,366,000 and outside legal services in the estimated amount of $3,338,644						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Risk Management (PACA09)								
959	089	Budget Reduction - Not Detailed To reduce the $2,756,960 budget for Risk Management commensurate with FY 1999-00 expenditures, $2,253,827 of the budget total would be work ordered to the City's Office of Risk Management to provide insurance and workers' compensation coverages.				0	(500,000)	500,000
Airport Concession Program (PACA14)								
960	089	Budget Reduction - Not Detailed To reduce the $295,680 budget for the Airport Concession Program commensurate with FY 1999-00 expenditures. The Airport Concession Program is responsible for collecting rents and managing the Airport's relations with concession tenants.				0	(100,000)	100,000

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Governmental Affairs (PACA15)								
961	089	Budget Reduction - Not Detailed				0	(250,000)	250,000
		To reduce the $1,035,653 budget for Governmental Affairs, which is responsible for all external communications, commensurate with FY 1999-00 expenditures						
Aviation Museum (PACA19)								
961	001	Permanent Salaries - Misc.				891,589	803,678	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
1039	001	Junior Management Assistant	1840N	0.75	0.00	35,842	0	35,842
1039	001	Library Assistant	3610N	2.00	0.75	83,311	31,242	52,069
		To eliminate two positions for the Aviation Museum not sufficiently justified. The Aviation Museum would still be authorized a total of 18.64 FTE for permanent positions, including Curators, Librarians, Registrars, and Museum Preparators, and 0.96 FTE for Temporary Salaries. We are however recommending approval of 198 new positions including 177 for the new International Terminal.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
961	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				231,972	209,116	22,856
962	089	Budget Reduction - Not Detailed To reduce the $1,311,069 budget for the Aviation Museum Program, which is responsible for developing an aviation collection to be exhibited in the new International Terminal, commensurate with FY 1999-00 expenditures.				(100,000)	(200,000)	100,000
Children's Museum (PACA21)								
962	089	Budget Reduction - Not Detailed To reduce the $555,859 budget for the Children's Museum, which is responsible for exhibiting the existing children's collection at the Airport and for on-site programs such as tours for children, commensurate with FY 1999-00 expenditures.				(100,000)	(200,000)	100,000

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Airport Business Outreach (PACA23)								
963	089	Budget Reduction - Not Detailed To reduce the $913,291 budget for the Airport Business Outreach Program, which is responsible for outreach to minority, women, and local businesses to ensure equal access to Airport contracting opportunities, commensurate with FY 1999-00 expenditures.				0	(250,000)	250,000
Administration (PACA37)								
963	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				1,289,829	1,165,842	*
1041	001	Special Assistant XVIII	1377N	0.75	0.00	86,520	0	86,520
1041	001	Executive Secretary I To eliminate administrative positions not sufficiently justified. The Airport is currently authorized 10.75 FTE Special Assistant XVIII positions, the salary for each of which at the top step is $112,398. 7.75 FTE positions are currently vacant	1450N	0.75	0.00	37,467	0	37,467

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		The Airport is currently authorized 28.5 FTE Executive Secretary I positions, the salary for each of which is $49,764 at the top step. 8.55 FTE positions are currently vacant. We are however recommending approval of 198 new position including 177 for the new International Terminal.						
963	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				370,857	338,621	32,236
964	089	Budget Reduction - Not Detailed To reduce the $3,262,186 budget for the Administration Program, which is responsible for contract monitoring services for tenant employment, wage surveys, and prevailing wage programs, commensurate with FY 1999-00 expenditures. The FY 2000-01 Administration budget includes a total of 38.15 FTE, consisting of 17.25 permanent positions, 14.9 temporary positions, and six off-budget positions.				0	(250,000)	250,000

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau of Employment (PACA40)								
964	089	Budget Reduction - Not Detailed				0	(350,000)	350,000
		To reduce the $1,273,251 to $923,251 Bureau of Employment budget, which is responsible for outreach to all segments of the community to ensure access to employment opportunities at the Airport, commensurate with FY 1999-00 expenditures. The Bureau of Employment is authorized a total of 18.37 FTE positions, including 14 permanent positions. The Controller's expenditure reports show total expenditures and encumbrances of $658,416 as of the end of May. Our recommendation would still provide the airport with an increase of an estimated $200,000 or over 28 percent of FY 1999-00 expenditures.							
Safety & Security (BGG)								
968	001	Permanent Salaries - Misc.				11,080,412	10,934,392	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1046	001	Clerk Typist	1424N	1.50	0.00	57,042	0	57,042
1046	001	Junior Management Asst.	1840N	1.00	0.00	47,790	0	47,790
1047	001	Transit Planner IV	5290N	0.50	0.00	41,188	0	41,188
		To eliminate new position requests not sufficiently justified. The Airport is authorized a total of 51 Clerk Typists and Senior Clerk Typists, zero Junior Management Assistants (three requested in the FY 2000-01 budget), 20 Management Assistants, and three Transit Planner IV positions. We are however recommending approval of 177 new positions for the new International Terminal.						
968	013	Mandatory Fringe Benefits				2,770,686	2,732,721	37,965
		Corresponds to reduction in salaries.						
968	021	Travel				36,000	20,000	16,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
968	022	Training				126,070	65,000	61,070
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
968	027	Professional & Specialized Services Reduce outside consulting services to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				157,700	100,000	57,700
968	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				312,697	215,000	97,697
Noise Monitoring Program (PACA05)								
970	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications				871,017	801,570	*
1049	001	Special Assistant XV To eliminate a new position request not sufficiently justified. The Airport is currently authorized nineteen Special Assistant XV positions. We are however recommending approval of 198 new positions including 177 positions for the new International Terminal.	1374N	0.75	0	69,447	0	69,447

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
970	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				216,246	198,190	18,056
Transportation System Management (PACA20)								
973	089	Budget Reduction - Not Detailed To reduce the budget for Ground Transportation, which is responsible for shuttlebus transportation between Millbrae and the Airport, commensurate with FY 1999-00 expenditures				7,789,455	5,000,000	2,789,455
Airport Systems (PACA46)								
974	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				640,450	563,984	*

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1052	001	Special Assistant XI	1370N	0.75	0	52,571	0	52,571
1052	001	Junior Mgmt. Asst.	1840N	0.50	0	23,895	0	23,895
		To eliminate two new position requests not sufficiently justified. The Airport is currently authorized four Special Assistant XI positions. Although the Airport is authorized no Junior Management Assistant positions in the FY 1999-00 budget, the FY 2000-01 budget includes a request for three such positions of which we are recommending approval of none. Further, the Airport is authorized 20 Management Assistant positions. We are however recommending approval of 198 new positions including 177 new position for the International Terminal						
974	013	Mandatory Fringe Benefits				153,047	133,166	19,881
		Corresponds to reduction in salaries.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Facilities Maintenance, Construction (BGH)								
977	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				50,573,035	45,247,748	*
055	001	Senior Clerk Typist	1426N	0.75	0.00	31,242	0	31,242
056	001	Parts StoreKeeper	1929N	3.00	1.50	134,598	67,299	67,299
057	001	Assistant Civil Eng.	5204N	0.75	0.00	46,538	0	46,538
058	001	Associate Mech. Eng.	5254N	0.75	0.00	55,205	0	55,205
		To eliminate requested 3.75 (5 on an annualized basis) new positions not sufficiently justified. The Airport is currently authorized 12 Senior Clerk Typist positions, two Part StoreKeeper positions, 12 Assistant Civil Engineer positions, and eight Associate Mechanical Engineer positions. We are however recommending approval of 198 new position including 177 new positions for the new International Airport.						
065	001	Attrition Savings	9993M	(94.89)	(194.65)	(4,874,997)	(10,000,000)	5,125,003
		To increase Attrition Savings commensurate with expected vacancies.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
977	013	Mandatory Fringe Benefits Corresponds to reduction in salaries				13,351,344	11,966,770	1,384,574
977	027	Professional & Specialized Services Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01 for such outside consulting service.				150,100	22,000	128,100
Bureau of Planning/Environmental Affairs (PACA22)								
982	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications				940,399	888,331	*
1070	001	Transit Planner III To eliminate a new position request not sufficiently justified The Airport is currently authorized three such Transit Planner III positions We are however recommending approval of 198 new positions including 177 positions for the new International Terminal.	5289N	0 75	0	52,068	0	52,068

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
982	013	Mandatory Fringe Benefits				244,545	231,007	13,538
		Corresponds to reduction in salaries						
		Total Recommended Reductions						$ 20,354,650

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-2001

DEPARTMENT: CWP CLEAN WATER

FINANCIAL DATA:

The Clean Water's proposed $167,772,362 budget for FY 2000-01 is $292,123 or 0.17 percent more than the original FY 1999-00 budget of $167,480,239. The net decrease from the revised FY 1999-00 budget is $1,695,378 or 1.00 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
Water Pollution Control Ops.	$141,164,439	$147,573,641	$145,772,262	$4,607,823
Captial Projects & Fac. Maint.	26,315,800	21,894,099	22,000,100	(4,315,700)
Total Expenditures	$167,480,239	$169,467,740	$167,772,362	$292,123
Interdepartmental Recoveries	(4,775,116)	(5,524,116)	(4,837,291)	(62,175)
Net Expenditures	$162,705,123	$163,943,624	$162,935,071	$229,948

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 356.3 FTEs, which is 5.67 FTEs less than the 361.97 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Water Pollution Control	361.97	361.97	356.30	(5.67)

Department: **Clean Water (continued)**

The 5.67 FTE decrease is due primarily to four positions being transferred to the PUC's Bureau of Management Information Systems (BMIS) and a decrease of 1.87 FTE in Temporary Salaries.

DEPARTMENT REVENUES

Department revenues have increased by $805,342 or 0.46 percent.

General Fund support in the amount of $202,113, which is an increase of $906 or 0.45 percent, has been budgeted by the Department to oversee the Earl P. Mills Community Center in Bayview/Hunter's Point. Program revenues from the Clean Water Program include:

Revenue Title	1999-00 Original Budget	1999-2000 Mayor's Recommended	Increase (Decrease)
Interest Earned – Pooled Cash	$4,484,000	$4,985,000	$501,000
City Property Rentals	427,000	427,000	0
Sewer Service Charge	137,457,984	140,404,884	2,946,900
General Fund Support	201,207	202,113	906
Interdepartmental Recovery	4,775,116	4,837,291	62,175
Fund Balance	20,134,932	16,916,074	(3,218,858)
Total Revenues	$167,480,239	$167,772,362	$292,123

DESCRIPTION

The Clean Water Program operates and maintains the sewerage and water pollution control system serving the City.

COMMENT

The Clean Water Program budget request includes $1,947,500 in chemical costs and approximately $250,000 in staff costs to address the problem of odors caused by sewage collection and treatment in the City. The Division Manager of the Clean Water Program reports that a total of $85 million in capital improvements would be required to mitigate the problem of sewage collection treatment odors in the Southeast portion of the City, where the problem is most acute. The Division Manager reports that no funding source has been identified for mitigating the odors in the Southeast portion of the City and that there are no plans for initiating such work in the near term.

Department: CWP - Clean Water Program

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Water Pollution Control (BAX)								
1093	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				$20,806,108	$20,406,108	*
1111	001	Attrition Savings To increase Attrition Savings commensurate with the Department's projected vacancies.	9993M	(54.06)	(60.68)	(3,229,616)	(3,629,616)	400,000
1093	013	Mandatory Fringe Benefits Corresponds to reduction in salaries				5,324,262	5,220,000	104,262
1093	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				149,120	100,000	49,120
1094	028	Maintenance Svcs.-Bldgs. & Structures Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				3,043,852	2,693,852	350,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

Department: CWP - Clean Water Program

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1094	029	Maintenance Svcs.-Equipment				$1,336,900	$1,286,900	$50,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1094	035	Other-Current Expenses				166,100	144,000	22,100
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1094	043	Equipment Maintenance Supplies				1,421,179	1,371,179	50,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1094	048	Water Sewage Treatment Supplies				3,447,889	3,247,889	200,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
		Total Recommended Reductions						$ 1,225,482

DEPARTMENT: DBI DEPARTMENT OF BUILDING INSPECTION

FINANCIAL DATA:

The Department of Building Inspection's proposed $34,240,450 budget for FY 2000-01 is $5,539,358 or 19.3 percent more than the original FY 1999-00 budget of $28,701,092. The net increase from the revised FY 1999-00 budget is $5,539,358, also at 19.3 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Fiscal Year 2000-01	From 1999-00 Original Budget
Administrative Services	$4,006,686	$4,004,086	$4,629,218	$622,532
Inspection Services	13,810,345	13,812,945	14,807,517	997,172
Permit Services	9,646,381	9,646,381	12,435,348	2,788,967
Total Operating Budget	$27,463,412	$27,463,412	$31,872,083	$4,408,671
Capital Projects	1,237,680	1,237,680	2,368,367	1,130,687
Total Expenditures	$28,701,092	$28,701,092	$34,240,450	$5,539,358
Less Work Order Recoveries	(73,000)	(73,000)	(73,000)	0
Net Expenditures	$28,628,092	$28,628,092	$34,167,450	$5,539,358

Department: **Building Inspection (continued)**

Of the $5,539,358 increase in DBI's budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$15,900,271	$17,863,824	$1,963,553
Mandatory Fringe Benefits	3,633,058	4,322,096	689,038
Professional & Specialized Services	1,072,400	2,138,900	1,066,500
Rents & Leases-Buildings	173,663	386,795	213,132
Other Current Expenses	548,803	904,859	356,056
Materials & Supplies	516,442	908,899	392,457
Buildings, Structures & Improvements	1,237,680	2,368,367	1,130,687
Services of Other Departments	2,173,228	2,621,750	448,522
Total	$25,255,545	$31,515,490	$6,259,945

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 280.28 FTEs, which is 21.99 FTEs more than the 258.29 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
DBI-Adminstration Services	32.22	32.22	39.84	7.62
DBI-Inspection Services	128.99	128.99	135.89	6.90
DBI-Permit Services	97.08	97.08	104.55	7.47
Totals	258.29	258.29	280.28	21.99

Department: **Building Inspection (continued)**

Included with the net number of 21.99 additional FTEs, the Department of Building Inspection's budget contains a total of 24 new position requests (18 FTEs) for FY 2000-01. DBIs proposed new permanent positions are as follows:

Name	Classification	No. of FTE Positions	Annual Salary at Top Step	Annualized No. of Positions	Total Annual Salaries
Payroll Clerk	1220	0.75	$46,462	1.0	$46,462
Special Asst. XIII	1372	1.50	77,922	2.0	155,844
Clerk Typist	1424	2.25	37,882	3.0	113,646
Plumbing Inspector	6242	0.75	71,864	1.0	71,864
Electrical Inspector	6248	1.50	71,864	2.0	143,728
Housing Inspector	6270	1.50	73,866	2.0	147,732
Building Inspector	6331	3.75	74,724	5.0	373,620
Principal Clerk	1408	0.75	49,764	1.0	49,764
Senior Clerk Typist	1426	3.00	41,496	4.0	165,984
Civil Engineer	5208	0.75	82,628	1.0	82,628
Senior Civil Engineer	5210	0.75	95,654	1.0	95,654
Building Plans Engineer	5214	0.75	91,078	1.0	91,078
Total		18.0		24.0	$1,538,004

The Budget Analyst is recommending that of 19 the requested 24 new positions be approved and that 5 of the 24 new positions not be approved.

DEPARTMENT REVENUES

Department revenues have increased by $6,670,045, or 21.33 percent, from $31,265,772 in FY 1999-00 to $37,935,817 in FY 2000-01. The Department is completely funded through fee revenue that accrues to the Building Inspection Fund. Such fees can only be used for building inspection purposes.

Department: **Building Inspection (continued)**

Of the $6,670,045 increase in DBI's revenues, major changes are as follows:

Revenue Source	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Apartment License Fee	$3,150,000	$2,915,817	($234,183)
Plan Checking	5,221,968	6,434,560	1,212,592
Building Permits	10,570,537	12,414,885	1,844,348
Penalties –Building Permits	459,426	217,316	(242,110)
Plumbing Permits	1,648,412	1,973,963	325,551
Electrical Permits	2,492,895	2,758,583	265,688
Code Enforcement	800,000	418,955	(381,045)
Code Enforcement –Assessment	110.000	316.049	206.049
Total	$24,453,238	$27,450,128	$2,996,890

DESCRIPTION

1. The Board of Supervisors approved a two-year renovation project at the City-owned 1660 Mission Street facility during the FY 1998-99 budget process. The project is to construct a new 25,000 square foot office annex interconnected to the existing structure at 1660 Mission. The additional space would accommodate the needs of DBI, the Fire Department's Bureau of Fire Prevention, and the two floors occupied by the Department of City Planning. The project requires upgrading of the base life safety, security and electrical systems. According to the Department, the renovation project is scheduled to begin in October of 2000 and is scheduled to be completed by mid-2002. According to Ms. Taras Madison of DBI, the reason that the construction project, which was approved in FY 1998-99, is not scheduled to commence until October of 2000 is because of the time needed to complete pre-construction planning and approval requirements.

2. As of June 16, 2000, DBI's Building Inspection Fund contained an unappropriated fund balance of $8,232,451. According to Ms. Madison, the $8,232,451 unappropriated fund balance is the funding source for the Department's requested $2,368,367 capital project for 1660 Mission Street, contained in the FY 2000-01 budget request. Ms. Madison further reports that the unappropriated fund balance will also be used to supplement the Department's 1660 Mission Surcharge Fee Account in the amount of $587,000. DBI is lowering the surcharge fee, which is imposed on various permits, from 4.5 percent to 3.5 percent. According to Ms. Madison, changes to the 1660 Mission surcharge fee do not require the approval of the Board of Supervisors. In addition to the unappropriated fund balance of $8,232,451, the Building Inspection Fund contains an additional $2.2 million in unearned revenue that has been collected for building projects that have a duration in excess of one year. DBI reported a $1.8 million unappropriated fund balance and $5.2 million in unearned revenue at the close of FY 1998-99. Ms. Madison reports that $3 million of the $5.2 million in unearned revenue was transferred to the unappropriated fund balance during FY 1999-00.

Department: **Building Inspection (continued)**

COMMENT

The Mayor's budget provides an increase of $5,539,358 or 19.3 percent. Our recommended reductions, which total $631,360, would still allow an increase of $4,907,998 or 17.1 percent in the Department's budget.

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Administration Services (BAN)								
1122	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$2,386,450	$2,275,019	*
1129	001	Special Assistant XIII To eliminate a requested new position not sufficiently justified. This program received two Special Assistant positions in FY 1999-00, and currently has two existing Special Assistant XIII positions, two existing Special Assistant XV positions, and one existing Special Assistant XVI position.	1372N	0.75	0	59,981	0	59,981
1129	001	Payroll Clerk To eliminate a requested new position not sufficiently justified. The Department is authorized one Senior Payroll and Personnel Clerk and was also authorized one Payroll Clerk in the FY 1998-99 budget.	1220N	0.75	0	34,981	0	34,981

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1130	001	Attrition Savings	9993M	(2.08)	(2.34)	($131,751)	($148,220)	$16,469
		To restore Attrition Savings to the FY 1999-00 level.						
1122	013	Mandatory Fringe Benefits				646,611	617,639	28,972
		Corresponds to reduction in salaries.						
1122	025	Entertainment & Promotion				36,980	36,500	480
		*The requested budget includes a total of $36,980 including $30,480 related to an International Conference of Building Officials being hosted by DBI in September of 2000, and $480 for participation in an Electrical Industry Annual Golf Tournament. These activities would be funded from DBI fee revenues and, according to the Department, would provide benefits to the City that are construction trade related. The Budget Analyst considers approval of $30,000 for the Conference to be a policy matter for the Board of Supervisors. We are recommending that the $480 for participation in the Golf Tournament not be approved.						

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Inspection Services (BIS)								
1124	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$8,991,703	$8,966,739	*
1132	001	Attrition Savings To restore Attrition Savings to the FY 1999-00 level.	9993M	(6.33)	(6.69)	(438,955)	(463,919)	24,964
1124	013	Mandatory Fringe Benefits Correspond to reduction in salaries.				2,115,284	2,108,794	6,490
Permit Services (BPS)								
1126	001	Permanent Salaries * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				6,485,671	6,266,208	*

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1134	001	Senior Clerk Typist To eliminate one of four new Senior Clerk Typist positions not sufficiently justified. Permit Services is currently authorized 16 Senior Clerk Typists, and 4 Clerk Typists.	1426N	3	2.25	$124,967	$93,726	$31,241
1134	001	Building Plans Engineer To eliminate one new requested position in accordance with the Department's re-evaluated priorities.	5214N	0.75	0	70,449	0	70,449
1135	001	Building Inspector To eliminate one new position not sufficiently justified. Permit Services is currently authorized 12 existing Building Inspector positions.	6331N	3	2.25	231,199	173,400	57,799
1135	001	Attrition Savings To restore Attrition Savings to FY 1999-00 level.	9993M	(8.47)	(9.42)	(534,722)	(594,696)	59,974

epartment: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1126	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$1,560,201	$1,503,141	$57,060
1126	027	Professional & Specialized Services Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.				1,482,500	1,300,000	182,500
		Total Recommended Reductions						$ 631,360

DEPARTMENT: DPW DEPARTMENT OF PUBLIC WORKS

FINANCIAL DATA:

The Department of Public Works' proposed $126,146,077 budget for FY 2000-01 is $7,730,028 or 6.53 percent more than the original FY 1999-2000 budget of $118,416,049. The net increase from the revised FY 1999-2000 budget is $883,868 or 0.71 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program	Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
BAM	Architecture	$ 3,469,424	$ 3,080,024	$ 3,464,463	$ (4,961)
BAR	Building Repair and Maintenance	27,571,003	28,201,365	29,364,726	1,793,723
BAW	City Capital Projects	-	(8,591,887)	-	-
BAG	Construction Management Services	4,177,975	6,089,975	4,271,066	93,091
BX2	DPW Bureau Overhead Program	-	-	-	-
BKJ	DPW General Administration	11,876,915	10,696,744	12,148,322	271,407
BX1	DPW Interdept. Work Order Program	-	3,625,757	-	-
BLC	DPW Labor Cost Distribution	-	-	-	-
BAA	Engineering	5,923,351	5,907,652	5,951,024	27,673
BCP	Hetch Hetchiy Capital Projects	-	-	-	-
DA5	Laguna Honda-Long Term Care	-	-	-	-
BA6	Mapping	-	747,341	-	-
BGP	Moscone Expansion Project	-	(38[illegible]407)	-	-
XXX	Non Program	-	-	-	-
BAB	S E Community Facility	-	-	-	-
D1H	SFGH-Acute Care-Hospital	-	-	-	-
BA1	Solid Waste Management	-	-	-	-
BA2	Street and Sewer Repair	20,478,437	20,493,438	18,147,176	(2,331,261)
BAZ	Street Environmental Services	30,584,378	30,619,379	36,706,411	6,122,033
BAT	Street Use Management	8,227,266	8,469,170	10,458,627	2,231,361
BKG	Traffic Engineering & Operation	-	-	-	-
BCI	Water Capital Projects	-	-	-	-
BAX	Water Pollution Control	-	-	-	-
	Total Operating Expenditures	$ 112,308,749	$ 108,957,551	$ 120,511,815	$ 8,203,066
	Capital Improvements & Fac. Maint	6,107,300	16,304,658	5,634,262	(473,038)
	Total Expenditures	$ 118,416,049	$ 125,262,209	$ 126,146,077	$ 7,730,028
	Less Work Order Recoveries	(69,930,199)	(74,750,028)	(75,830,829)	(5,900,630)
	Net Expenditures	$ 48,485,850	$ 50,512,181	$ 50,315,248	$ 1,829,398

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,071.37 FTEs, which is 67.15 FTEs more than the 1,004.22 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
~~Full-Time Equivalents~~	Original	Revised	2000-2001	Original Budget
Architecture	21.39	21.39	21.39	-
Building Repair and Maintenance	268.99	267.76	278.55	9.56
Construction Management Services	28.23	27.40	28.28	0.05
DPW General Administration	110.52	110.41	112.13	1.61
Engineering	43.29	42.62	41.06	(2.23)
Moscone Expansion Project	5.04	5.04	-	(5.04)
Street and Sewer Repair	132.83	132.39	134.67	1.84
Street Environmental Services	314.81	312.72	365.48	50.67
Street Use Management	79.12	78.62	89.81	10.69
Total	1,004.22	998.35	1,071.37	67.15

DEPARTMENT REVENUES

Department revenues have decreased by $1,242,377 from $35,000,304 to $33,757,927 or 3.55 percent and General Fund support has increased by $4,016,627 from $19,859,232 to $23,875,859 or 20.2 percent.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

DESCRIPTION

More specifically, personnel changes for each DPW bureau include:

- **Bureau of Architecture:** no change.
- **Bureau of Building Repair and Maintenance:** The Bureau of Building Repair and Maintenance increased its FTE count by 9.56 due to the following: (1) an increase of 0.75 FTEs pertaining to one new position, a Class 7342, Locksmith; (2) an increase of 6.75 FTEs for the continuation of 27 positions approved in the current budget; and (3) an increase of 2.06 FTEs resulting from a decrease in Attrition Savings.
- **Bureau of Construction Management Services:** The Bureau of Construction Management Services increased its FTE count by 0.05 due to the following: an increase of 0.05 FTEs resulting from a decrease in Attrition Savings.
- **Bureau of General Administration:** The Bureau of General Administration increased its FTE count by 1.61 due to the following: (1) reassignments from other DPW bureaus resulting in an increase of 2.0 FTEs; (2) an increase of 1.00 FTEs for the continuation of 4 positions approved in the current budget; and (3) a decrease of 1.39 FTEs resulting from an increase in Attrition Savings.
- **Bureau of Engineering:** The Bureau of Engineering decreased its FTE count by 2.23 due to the following: (1) a decrease of 3.0 FTEs resulting from reassignments to other DPW bureaus; (2) an increase of 0.01 FTEs resulting from a decrease in Attrition Savings; and (3) and an increase in Temporary Salaries resulting in an increase of 0.76 FTEs.
- **Moscone Expansion Project:** The Moscone Expansion Project decreased its FTE count by 5.04 due to its transfer of positions from an on-line operating budget to an off-line project budget.
- **Bureau of Street and Sewer Repair:** The Bureau of Street and Sewer Repair increased its FTE count by 1.84 due to the following: an increase of 1.84 FTEs resulting from a decrease in Attrition Savings.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

- **Bureau of Street Environmental Services:** The Bureau of Street Environmental Services increased its FTE count by 50.67 due to the following: (1) an increase of 52.5 FTEs pertaining to 70 new positions (68 Class 7514 General Laborers and two Class 7355 Truck Drivers); (2) a decrease of 1.0 FTE associated with position substitutions; (3) a decrease of 1.84 FTEs resulting from an increase in Attrition Savings; and (4) an increase in Temporary Salaries resulting in an increase of 1.01 FTEs.

- **Bureau of Street Use Management:** The Bureau of Street Use Management increased its FTE count by 10.69 due to the following: (1) an increase of 2.25 FTEs pertaining to 3 new positions (one Class 1426 Senior Clerk Typist, one Class 5206 Associate Civil Engineer and one Class 5314 Survey Party Chief); (2) in an increase of 7.00 FTEs pertaining to the reassignment from other DPW bureaus; (3) an increase of 2.0 FTEs pertaining to the continuation of 8 positions approved in the current budget; (4) an increase of 1.07 FTEs resulting from a decrease in Attrition Savings; and (5) a decrease in Temporary Salaries resulting in an decrease of 1.63 FTEs.

COMMENTS

1. The DPW Bureau of Environmental Services proposes to reorganize and expand its manual street cleaning operation by adding 68 General Laborers that would increase its existing staff from 98 to 166 General Laborers, an increase of 69.4 percent. The additional 68 General Laborers includes 60 General Fund positions, 4 new Road Fund positions and 4 new Work Order positions. The 60 new General Fund positions would increase the current number of General Laborers in the General Fund from 23 to 83, an increase of 261 percent.

2. The 60 new General Fund positions would result in a reorganization of DPW's manual street cleaning program by expanding an eight hours per day, five-days per week operation into a 24 hours per day, seven days per week operation. In addition, DPW would reorganize its deployment of General Laborers to clean City street and remove litter in the City's 11 districts. These 11 districts, which have been organized around the new district election boundaries, have replaced the four existing districts that were in operation for street cleaning and litter removal purposes during the last several years.

3. The added 60 General Laborers from the General Fund would supplement eight existing DPW program activities that provide for the cleaning of City streets and the removal of litter. These include: graffiti abatement, workfare crew program supervision

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

(participation of General Assistance recipients to clean city streets), plazas and sidewalk cleaning, environmental service trainee program to clean City streets, mechanical sidewalk sweeping (with "green machines"), Adopt-A-Street Program, weekend SWAP (Sheriff's Work Alternative Cleaning) program and neighborhood anti-litter team crews (cleaning of neglected littered sites on a citywide basis). The City's staff time contribution is either fully funded or partially funded from General Fund or City Gas Tax revenues.

4. For example, plazas and sidewalk cleaning and mechanical sidewalk sweeping are fully funded from the General Fund or Gas Tax revenues. In contrast, the Adopt-A-Street Program requires minimal City funded resources to coordinate private citizens and businesses to improve the cleanliness for city neighborhood streets and sidewalks. During the last year, DPW reported that the number of Adopt-A-Street participants have increased 100 percent from 380 to 760. In addition, the workfare crew program and weekend Sheriff's Work Alternative Cleaning (SWAP) program require minimal City staff resources for an operation that runs seven days per week. Whether the operation is fully or partially City funded, the objective of a cleaner City can be realized by the total number of participants involved in the City's overall litter removal efforts. Under these circumstances, the more that City administrators can involve local residents and businesses to participate in cleaner streets programs on a volunteer basis, the less the City needs to expend on programs that will accomplish the overall objective of a cleaner City.

5. As we noted above, the proposed program expansion would increase the General Fund street cleaning workforce of General Laborers by 60 positions which represents a 261 percent increase to the current General Fund workforce. As an alternative, we are recommending that there initially be a smaller program expansion and reorganization of current street cleaning operations, pending a report back to the Board of Supervisors as to the effectiveness of the expanded program. This recommendation would provide for 30 new General Laborer positions, a reduction of 30 General Laborer positions from the proposed 60 in the FY 2000-01 Recommended Budget. This alternative would still allow for an additional 30 new positions, increasing the total number of General Fund positions from 23 to 53, a 130 percent increase. This reduction in personnel costs and the deletion of eight dump trucks, related to the recommended deleted 30 position, would provide for a savings of $1,509,195 to the General Fund. Therefore, we are recommending approval of 30 new General Laborer positions.

6. We are also recommending that the number of new General Laborer positions to be funded by the Gas Tax Road Fund for the maintenance of the reconstructed Embarcadero Roadway be reduced by one position, from four to three positions. In addition, one of the

Department: **DPW DEPARTMENT OF PUBLIC WORKS (continued)**

new ¾ ton pickup trucks supporting this maintenance project should be deleted. These reductions would provide for a savings of $72,650 in Gas Tax Road Funds. Therefore, we are recommending approval of three General Laborer positions and one Truck Driver position.

7. In addition, we also recommend that the number of new General Laborer positions to be funded by interdepartmental work orders for landscape maintenance services through the PUC and Treasure Island be reduced by one position, from four to three positions. This reduction would provide for a savings of $40,856 from interdepartmental recoveries provided by PUC and the Treasure Island Project. We recommend approval of three General Laborer positions and one Truck Driver position.

8. We also recommend that the DPW Bureau of Street Environmental Services report back to the Board of Supervisors by April 1, 2001, on the results as to the effectiveness of the expanded street cleaning program operations as well as other new and continuing activities that involve both public and private efforts to improve the cleanliness of City streets.

9. DPW should also expand its efforts to increase the number of non-City resources to clean City streets. These efforts include the Adopt-A-Street Program, weekend SWAP (Sheriff's Work Alternative Cleaning) program and neighborhood anti-litter team crews (cleaning of neglected littered sites on a citywide basis). Such efforts would continue programs that encourage local residents and businesses to remove litter from their immediate neighborhood areas.

10. DPW has also requested four other new positions which are paid for by other City departments through work order reimbursements. These include one Class 7342 Locksmith in the Bureau of Building Repair and Maintenance to reduce the backlog of requests and to keep the City's current keys confidential for the various City facilities under DPW responsibilities. The other three new positions are in the Bureau of Street Use Management, one Class 1426 Senior Clerk Typist, one Class 5206 Associate Civil Engineer and one Class 5314 Survey Party Chief, which will provide support for the Mission Bay Project. We recommend approval of these four new positions.

11. Other recommended reductions and reserves to the DPW Bureau budgets are presented on the following pages.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

RECOMMENDATIONS

1. The Budget Analyst recommends the reduction of expenditures totaling $3,743,671 and reserves totaling $64,500 in each of the DPW's eight Bureaus as summarized below and as detailed on the following pages:

Bureau	Budget Analyst's Recommended Reductions	Budget Analyst's Recommended Reserves
Architecture	$132,844	$ 20,000
Building Repair and Maintenance	165,454	0
Construction Management Services	322,012	20,000
General Administration	298,480	0
Engineering	413,120	20,000
Street and Sewer Repair	295,043	0
Street Environmental Services	1,622,699	0
Street Use Management	494,019*	4,500
Total	$3,743,671	$ 64,500

* includes $325,000 in revenue increases.

2. The recommendations above include General Fund expenditure reductions and revenue increases in the following Bureaus and programs:

Bureaus and Programs	Amount
Building Repair and Maintenance	$ 7,500
Street Environmental Services, Street Cleaning Program	1,509,195
Street Use Management	348,000
Total General Fund	$1,864,695

3. In addition, the recommendations above include Gas Tax reductions in the following Bureaus and Programs:

Street Environmental Services, Street Cleaning Program	$72,648
Street and Sewer Repair, Gas Tax	120,272
Total Gas Tax	$192,920

Department: **DPW DEPARTMENT OF PUBLIC WORKS (continued)**

4. The Budget Analyst also recommends that the DPW Bureau of Street Environmental Services report back to the Board of Supervisors by April 1, 2001, as to the results of the effectiveness of the expanded street cleaning program operations as well as other activities that involve both public and private efforts to improve the cleanliness of City streets.

5. The combined impact of our recommendations on the General Fund ($1,864,695) and the Gas Tax ($192,920) will reduce General Fund support by a total of $2,057,615.

6. The Mayor's budget provides an increase of $7,730,028 or 6.53%. Our recommended expenditure reductions and revenue increases, which total $3,743,671, would still allow an increase of $3,986,267 or 3.37% in the Department's budget.

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Interdepartmental Services (IG AGF PWF)								
435	001	Permanent Salaries - Misc.				$3,376,480	$3,322,460	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
879	001	Attrition Savings - Misc.	9993M	0.00	(1.15)	0	(54,020)	54,020
		Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.						
435	013	Mandatory Fringe Benefits				952,701	937,467	15,234
		Corresponds to reduction in salaries.						
Street Repair Program (2S GTF RDF)								
457	001	Permanent Salaries - Misc.				1,693,143	1,624,743	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
880	001	Attrition Savings - Misc.	9993M	(1.09)	(2.42)	(56,091)	(124,491)	68,400
		Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.						

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
457	011	Overtime				$49,550	$44,550	$5,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
457	013	Mandatory Fringe Benefits				591,506	567,634	23,872
		Corresponds to reduction in salaries.						
457	027	Professional Services				36,000	28,000	8,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
	035	Other Current Expenses				125,000	110,000	15,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
Bureau Support Services (2S PWF OHF)								
458	001	Permanent Salaries - Misc.				663,614	625,586	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
481	001	Clerk Typist	1424A	1.00	0.00	38,028	0	38,028
		This is a vacant clerical position no longer needed by the Department.						

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
458	013	Mandatory Fringe Benefits				$158,576	$149,487	$9,089
		Corresponds to reduction in salaries.						
458	040	Materials & Supplies				132,080	117,080	15,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
458	060	Equipment Purchase				460,300	416,900	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
913	060	AC Heavy Spreader	PW608R	1.00	1.00	236,000	230,400	5,600
913	060	Flat Bed Truck & Ton Crew Cub	PW609R	1.00	1.00	37,000	34,500	2,500
913	060	Dump Truck, 6CY. 2 Axle, Arrow Board	PW611R	1.00	1.00	76,000	73,000	3,000
913	060	Arrow Board, Message Type	PW612N	2.00	1.00	62,000	31,000	31,000
913	060	Misc. Field Equipment	PW614R	1.00	1.00	19,300	18,000	1,300
		Reduce the number of units and prices per unit because the units and prices were not adequately justified.						
		Total Recommended Reductions						$295,043

epartment: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
nterdepartmental Services (1G AGF WOF)								
466	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$10,922,278	$10,840,524	*
883	001	Attrition Savings - Misc. Increase Attrition Savings to account for vacant positions identified by the Department.	9993M	0.00	(1.25)	0	(81,754)	81,754
466	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				338,891	314,531	24,360
466	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				2,292,795	2,271,539	21,256
466	021	Travel Reflects the actual costs for the trips recommended by the Department.				10,631	9,051	1,580

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau Support Services (2S PWF OHF)								
494	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$1,970,842	$1,911,507	*
885	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases	9993M	(2.26)	(3.13)	(154,661)	(213,996)	59,335
494	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				239,951	207,451	32,500
494	011	Overtime Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				9,141	7,141	2,000
494	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				467,183	453,118	14,065
495	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				55,749	40,749	15,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
495	024	Membership Fees Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				$10,500	$7,815	$2,685
495	027	Professional Services * Reserve $20,000 pending additional information from the Department, whether the services related to the Department's internship program will be continued in FY 2000-01.				69,800	69,800	*
495	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				981,433	953,328	28,105
495	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				229,331	203,651	25,680
495	054	Other Fixed Charges Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				2,040	1,040	1,000
495	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				546,136	442,336	*

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
916	060	Workstation Replacement Engineering for CAD	PW417R	14.00	10.00	$140,000	$100,000	$40,000
916	060	Workstation Replacement Clerical & Admin.	PW418R	5.00	4.00	25,000	2,000	23,000
916	060	Workstation Replacement Professional	PW419R	15.00	11.00	120,000	88,000	32,000
916	060	Scanner - Document Management	PW420R	1.00	1.00	10,136	9,336	800
916	060	Radio 2-way	PW423R	10.00	8.00	20,000	16,000	4,000
916	060	Lotus Notes	PW426N	1.00	1.00	60,000	56,000	4,000

Reduce the number of units and prices because the units and prices were not adequately justified.

Total Recommended Reductions $413,120

Total Recommended Reserves $20,000

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
nterdepartmental Services (1G AGF WOF)								
501	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$7,792,234	$7,694,013	*
886	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.	9993M	0.00	(1.50)	0	(98,221)	98,221
501	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,640,814	1,620,198	20,616
ureau Support Services (2S PWF OHF)								
560	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				1,148,812	1,116,696	*
388	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.	9993M	(1.45)	(2.00)	(84,669)	(116,785)	32,116

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
560	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$297,456	$289,138	$8,318
560	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				73,482	58,482	15,000
560	027	Professional Services * Reserve$20,000 pending additional information from the Department, whether the services related to the Department's internship program will be continued in FY 2000-01.				137,000	137,000	*
560	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				300,000	261,685	38,315
560	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				266,369	238,369	28,000
561	054	Other Fixed Charges Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				6,736	4,736	2,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
561	060	Equipment Purchase				$351,651	$272,225	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
918	060	Clerical Workstations	PW713R	7.00	5.00	35,000	25,000	10,000
918	060	Server Mid-Range	PW714R	1.00	1.00	36,500	34,500	2,000
918	060	Analytical Workstations	PW715R	8.00	6.00	64,000	48,000	16,000
918	060	NOS Windows 2000	PW716N	1.00	1.00	67,725	64,725	3,000
918	060	Furniture	PW717N	1.00	1.00	58,926	52,000	6,926
918	060	1/4 Ton Pickup	VPQGN	2.00	1.00	37,000	18,500	18,500
918	060	Compact Sedan	VSCCN	2.00	1.00	46,000	23,000	23,000
		Reduce the number of units and prices because the units and prices were not adequately justified.						

Total Recommended Reductions	$322,012
Total Recommended Reserves	$20,000

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau Support Services (25 PWF OHF)								
577	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classification.				$894,424	$877,722	*
891	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	(1.31)	(1.57)	(85,751)	(102,453)	16,702
577	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				221,979	217,837	4,142
577	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				181,153	171,153	10,000
577	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				13,383	9,383	4,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
577	022	Training				$48,000	$37,500	$10,500
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
577	022	Other Current Services				625,000	605,000	20,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
577	040	Materials & Supplies				200,000	175,000	25,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
577	027	Professional Services				20,000	20,000	*

* Reserve pending additional information from the Department whether the services related to the Department's internship program will be continued in FY 2000-01.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
577	060	Equipment Purchase				$413,500	$371,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations						
919	060	Computer-Clerical/Admin. Workstation	PW208R	19	15	95,000	75,000	20,000
919	060	Computer-Analytical/Prof. Workstation	PW209R	11	10	88,000	80,000	8,000
919	060	Server Upgrade & Peripherals	PW211R	2	2	130,000	120,000	10,000
919	060	Furniture, Modular Workstation Modification	PW212R	1	1	15,000	13,000	2,000
919	060	Lotus Notes	PW213R	1	1	28,500	26,000	2,500
		Reduce the number of units and prices because the units and prices were not adequately jusufied						
		Total Recommended Reductions						$132,844
		Total Recommended Reserves						$20,000

Department: DPW - Department of Public Works
Bureau of Building Repair and Maintenance

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Maintenance and Operation of Buildings (1G AGF AAN)								
580	060	Equipment Purchase				$185,000	$177,500	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
920	060	Concrete Transit Mixer	PW327R	1.00	1.00	150,000	145,000	5,000
920	060	Mini Dump Truck	PW328R	1.00	1.00	35,000	32,500	2,500
		Reduce the individual prices per unit because the prices were not adequately justified.						
Interdepartmental Services (1G AGF PWF)								
584	060	Equipment Purchase				70,000	66,500	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
920	060	Misc. Equipment	PW326R	1.00	1.00	70,000	66,500	3,500
		Reduce the individual prices per unit because the prices were not adequately justified.						
Bureau Support Services (25 PWF OHF)								
836	001	Permanent Salaries - Misc.				1,937,214	1,897,240	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						

Department: DPW - Department of Public Works
Bureau of Building Repair and Maintenance

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
897	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenidutre level adjusted for salary increase	9993M	(1.98)	(2.56)	($136,935)	($176,909)	$39,974
836	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				277,445	262,445	15,000
836	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				471,732	461,978	9,754
836	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				4,350	3,350	1,000
836	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				40,159	32,159	8,000
837	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				395,526	315,200	*

Department: DPW - Department of Public Works
Bureau of Building Repair and Maintenance

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
922	060	3/4 Ton Pickup w/ Utility Body	PW307N	4.00	3.00	$96,000	$72,000	$24,000
922	060	3/4 Ton Pickup w/ Utility Body	PW308R	4.00	3.00	96,000	72,000	24,000
922	060	Mobile Radio	PW312N	4.00	3.00	9,600	7,200	2,400
922	060	Utility Van w/ Special Equipment	PW321R	1.00	1.00	34,500	32,500	2,000
922	060	Mini Dump Truck	PW322R	1.00	1.00	32,000	30,500	1,500
922	060	Utility Van	PW323R	2.00	1.00	52,000	26,000	26,000
922	060	Miscellaneous Equipment	PW326R	1.00	1.00	19,926	19,100	826

Reduce the number of units and prices because the units and prices were not adequately justified.

Total Recommended Reductions $165,454

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
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2000-01

Department: DPW - Department of Public Works
Burau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
General Fund (1G GF AAA)								
702	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classification				$4,968,108	$4,000,631	*
904	001	General Laborer Reduce the number of new General Laborer positions by 30 (22.75 FTEs) from 60 to 30 as an alternative to the currently proposed expanded street clearning program pending a report back to the Board of Supervisors as to the effectiveness of the expanded street-cleaning program. Our recommendation would still allow for 30 additional General Fund positions which increases the number of positions from 23 to 53, a 131 percent increase of General Fund positions	7514N	45.00	22.50	1,934,954	967,477	967,477
702	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,426,117	1,148,399	277,718
702	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				561,000	297,000	*

Department: DPW - Department of Public Works
Burau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
926	060	1 Ton Crew Curb PW with Dump Bed	PW510N	17.00	9.00	$561,000	$297,000	$264,000
		Reduce the number of new dump trucks from the additional street cleaning program by 8 vehicles. This will still allow 9 dump trucks to assist with an expanded street cleaning operation pending a report back to the Board of Supervisors as to the effectiveness of the expanded street-cleaning program.						
Road Fund Gas Tax (25 GTF GTN)								
719	001	Permanent Salaries - Misc.				9,306,949	9,274,549	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
906	001	General Laborer	7514N	3.00	2.25	129,597	97,197	32,400
		Reduce the number of new General Laborer positions by one (.75 FTE) from four to three pending a report back to the Board of Supervisors as to the effectiveness of the expanded street cleaning program. Our recommendation will still provide a total number of 75 General Laborers including 3 new General Laborers to work on Gas Tax Road Fund projects.						

Department: DPW - Department of Public Works
Burau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
719	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$2,516,557	$2,507,809	$8,748
720	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.	PW509N	3.00	2.00	94,500	63,000	-
926	060	Pickup Truck 3/4 Ton Equipped Reduce the number of 3/4 ton pickup trucks by one from three to two. This will still allow two 3/4 ton pickup trucks for Gas Tax Road Fund projects.	PW509N	3.00	2.00	94,500	63,000	31,500
Interdepartmental Services (1G AGF PWF)								
703	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				1,410,839	1,378,439	-

Department: DPW - Department of Public Works
Burau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
905	001	General Laborer	7514N	3.00	2.25	$129,598	$97,198	$32,400
		Reduce the number of new General Laborer positions by one (.75 FTE) from four to three. Our recommendation would still provide 6 General Laborers to work on work order assignment requests from other City departments pending a report back to the Board of Supervisors as to the effectiveness of the expanded street cleaning program.						
703	013	Mandatory Fringe Benefits				368,311	359,855	8,456
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$1,622,699

Department: DPW - Department of Public Works
Bureau of General Administration

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau of General Administration (BKJ)								
730	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classification				$7,454,082	$7,336,942	*
911	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.		(4.61)	(6.36)	(309,073)	(426,213)	117,140
730	011	Overtime Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				26,784	17,740	9,044
730	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,728,469	1,701,293	27,176
730	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				25,660	18,040	7,620
730	027	Prof. & Specialized Services Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				300,500	270,500	30,000

epartment: DPW - Department of Public Works
Bureau of General Administration

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
730	035	Other Current Services				$191,105	$161,105	$30,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
731	060	Equipment Purchase				282,100	204,600	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
029	060	Passenger Van	PW116R	1.00	0.00	26,500	0	26,500
029	060	Laptop	PW117R	3.00	2.00	21,000	14,000	7,000
029	060	Furniture/Workstations	PW118R	4.00	3.00	60,000	45,000	15,000
029	060	Full Size Sedan	VSFC-R	1.00	0.00	29,000	0	29,000
		To reduce or eliminate the number of units of equipment because such equipment was not adequately justified.						
		Total Recommended Reductions						$298,480

Department: DPW - Department of Public Works
Bureau of Street Use Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
428	20320	Oak Tables & Chair Permits				$70,000	$89,100	$19,100
428	20340	Sidewalk Display Permits				75,000	83,000	8,000
428	60644	Permit Phone Booth Permits				990,000	1,290,900	300,900
		Increase revenue to account for more recent revenue collections that have increased revenue projections for the current year. In FY 2000-01 these revenues are expected to remain the same or increase over the amounts collected during the current year. The Department concurs with the proposed revenue increases for FY 2000-01						
Street Use Management Program (2G AGF AAP)								
845	005	Temporary Salaries				75,370	55,370	20,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
Interdepartmental Services (1G AGF PWF)								
845	001	Permanent Salaries - Misc.				3,293,383	3,249,038	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
901	001	Administrative Engineer	5174S	1.00	0.00	91,654	0	91,654
901	001	Civil Engineer	5208S	(1.00)	0.00	(85,218)	0	(85,218)
		Department concurs that the proposed upward substitution should be deleted.						

Department: DPW - Department of Public Works
Bureau of Street Use Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
902	001	Attrition Savings		0.00	0.60	$0	($37,798)	$37,798
		Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.						
845	013	Mandatory Fringe Benefits				794,247	783,587	10,660
		Corresponds to reduction in salaries.						
845	060	Equipment Purchase				129,310	111,510	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
923	060	1/4 Ton Compact Truck	VPQGN	2.00	2.00	37,000	34,000	3,000
923	060	Network Plotter	PW427R	1.00	1.00	12,155	10,855	1,300
923	060	Workstation, Clerical	PW418R	2.00	1.00	10,000	5,000	5,000
923	060	Analytical, Professional Workstation	PW813R	5.00	4.00	42,500	34,000	8,500
		Reduce the number of units and prices of units because the units and prices were not adequately justified.						
Bureau Support Services (2S PWF OHF)								
847	009	Premium Pay				15,364	6,000	9,364
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
847	024	Membership Fees				2,000	1,000	1,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Street Use Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
847	027	Professional Services				$16,000	$16,000	-
		* Reserve $4,500 pending additional information from the Department whether the services related to the Department's internship program will be continued in FY 2000-01						
847	035	Other Current Services				34,700	22,450	12,250
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
847	040	Material & Supplies				144,800	134,800	10,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
848	060	Equipment Purchase				139,000	98,400	-
		* The recommended reduction in equipment is the total of the following specific recommendations.						
924	060	Modular Furniture	PW814N	15.00	10.00	45,000	30,000	15,000
924	060	Serveriture	PW815R	1.00	1.00	25,000	22,400	2,600
924	060	Compact Sedan	VSCCN	1.00	0.00	23,000	0	23,000
		Reduce the number of units and prices of units because the units and prices were not adequately justified.						
		Total Recommended Reductions						$166,019
		Total Recommended Revenue Increases						$328,000
		Total Recommended Reserves						$4,500
		Total Departmental Recommended Reductions and Revenue Increases						$3,743,671
		Total Departmental Recommended Reserves						$64,500

DEPARTMENT: ECD EMERGENCY COMMUNICATIONS DEPARTMENT

FINANCIAL DATA:

The Emergency Communications Department's proposed $31,708,079 budget for FY 2000-01 is $5,617,052 or 15.05 percent less than the original FY 1999-2000 budget of $37,325,131. The net decrease from the revised FY 1999-2000 budget is $5,617,053 or 15.05 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
911 Project and ECD Administration	$ 19,134,893	$ 19,134,894	$ 19,925,393	$ 790,500
Citywide Radio System	4,730,558	4,730,558	838,353	(3,892,205)
Emergency Comminations Dispatch	10,947,680	10,947,680	10,209,808	(737,872)
Total Operating Expenditures	$ 34,813,131	$ 34,813,132	$ 30,973,554	$ (3,839,577)
Capital Improvements & Fac. Maint.	2,512,000	2,512,000	734,525	(1,777,475)
Total Expenditures	$ 37,325,131	$ 37,325,132	$ 31,708,079	$ (5,617,052)
Less Work Order Recoveries	(130,645)	(130,645)	(110,645)	20,000
Net Expenditures	$ 37,194,486	$ 37,194,487	$ 31,597,434	$ (5,597,052)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 167.65 FTEs, which is 9.10 FTEs less than the 176.75 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as shown on the following page:

Department: ECD EMERGENCY COMMUNICATIONS DEPARTMENT (continued)

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
911 Project and ECD Administration	22.74	22.74	25.87	3.13
Citywide Radio System	3.88	3.88	3.88	-
Emergency Communications Dispatch	150.13	150.13	137.90	(12.23)
Total	176.75	176.75	167.65	(9.10)

DEPARTMENT REVENUES

Department revenues have increased by $176,632 or 1.2 percent and General Fund support has decreased by $5,770,679 or 25.6 percent due to the fact that the 911 Project is nearing completion.

DESCRIPTION

1. The Emergency Communications Department was created in FY 1999-2000 to transition from the 911 Emergency Communications Project to an operating department. In FY 1999-2000, all Police Communications dispatch staffing was transferred from the Police Department to ECD

2. The ECD developed an ambitious hiring plan for Communications Dispatch personnel for FY 1999-2000 that called for filling all vacant positions and backfilling long term absences with temporary salaries. However, the ECD was unable to fill all vacant positions and has realized excess salary and fringe benefit savings during FY 1999-2000 of approximately $1,400,000. As of the writing of this report, the ECD has a total of 33 vacant positions or positions with long term absences, such as disability, out of the total funded FTE in FY 1999-00 of 176.75. The vast majority of the vacant positions are 8238 Police Communications Dispatchers. Also, Fire Department dispatch functions are still being provided by Fire Department uniform personnel.

Department: ECD EMERGENCY COMMUNICATIONS DEPARTMENT (continued)

3. The ECD is requesting the following six new positions funded at 4.5 FTE in FY 2000-01:

Position	Number of Positions	FY 2000-01 FTE	FY 2000-01 Salaries	Annual Salary Expenditure
Communications Dispatch Program				
1232 Training Officer	1	0.75	$ 44,969	$ 59,959
1237 Training Coordinator	1	0.75	52,976	70,635
1372 N Special Assistant XIII	1	0.75	59,981	79,975
8239 Sr. Police Communications Dispatcher	1	0.75	43,770	58,360
8240 Police Communications Shift Supervisor.	1	0.75	48,408	64,544
Subtotal	5	3.75	$ 250,104	$ 333,473
ECD Administration				
1374 Special Assistant XV	1	0.75	69,447	92,596
Total	6	4.50	$ 319,551	$ 426,069

4. In addition to the 4.5 FTE new positions shown above, the ECD received 22 new positions in FY 1999-2000, funded for a portion of the year at 11.37 FTE. The continuation of these new positions from FY 1999-2000 to full year funding in FY 2000-01 results in an increase in FTE of 10.63 FTE (22 less 11.37). The ECD is also requesting 0.21 FTE in Temporary Salaries.

5. Offsetting the increase in FTEs of 15.34 funded positions (4.5 FTE in new positions, 10.63 FTE from the continuation of new positions added during FY 1999-2000 and 0.21 FTE in Temporary Salaries) is an increase in Attrition Savings of $1,287,647. which reduces the ECD FTE count by 24.44 (from –10.06 FTEs to –34.50). Overall therefore, the ECD position count is reduced by a net of 9.1 FTEs from 176.75 to 167.65 FTEs.

Department: ECD - Emergency Communications Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Emergency Communications Dispatch Program								
1245	001	Permanent Salaries - Misc.				$ 7,221,625	$ 7,091,195	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						
1252	001	Senior Police Communications Dispatcher	8239N	0.75	0.00	43,770	-	43,770
		The Department is requesting one new 8239 Senior Police Communications Dispatcher because the existing compliment of 15 such positions "will not allow for adequate supervision on the operations floor". The ECD has also requested that two 8239 position be substituted for two 8238 Police Communications Dispatcher position for this same purpose. The Budget Analyst recommends that the new position be disapproved because the ECD has not fully explained how adequate supervision cannot be provided with the remaining 16 Senior Police Communications Dispatchers in their FY 2000-01 budget. Of the total of six new positions requested (4.5 FTEs in FY 2000-01) the Budget Analyst is recommending approval of four.							
1252	001	Attrition Savings	9993M	(34.06)	(35.71)	(1,786,542)	(1,873,202)	86,660
		Increase attrition savings to correspond to ECD's current projected Hiring Plan and required Miscellaneous Salaries.						
1245	003	Mandatory Fringe Benefits				1,904,906	1,870,994	33,912
		Corresponds to reduction in Permanent Salaries - Miscellaneous.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ECD - Emergency Communications Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
911 Project and ECD Administration Program								
247	001	Permanent Salaries - Misc.				$ 1,329,211	$ 1,198,588	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						
254	001	Special Assistant XV	1374 N	0.75	0.00	69,447	-	69,447
		The one new 1374 Special Assistant XV is requested at an annual salary of $92,596 to head a Client Services Division reporting directly to a 1378 Special Assistant XIX position. The Special Assistant XV would supervise a staff of four. However, the 1378 Special Assistant XIX position, with an annual salary of $121,443, is currently vacant. The Budget Analyst recommends that the vacant Special Assistant XIX position be filled and assume the responsibilities of directing the Client Services Division and that the new 1374 Special Assistant XV position be disapproved. Of the total of six new positions requested (4.5 FTEs in FY 2000-01) the Budget Analyst is recommending approval of four.							
254	001	Attrition Savings	9993M	(0.44)		(28,736)	(89,912)	61,176
		ECD currently has six vacant positions in this program, including a 1374 Special Assistant XV at a salary of $84,511, a 1378 Special Assistant XIX position, at a salary of $121,443, and a 1824 Principal Administrative Analyst at a salary of $73,351. The recommended increase in Attrition Savings assumes that existing vacancies will not be able to be filled, on average, for a period of two months.						
247	003	Mandatory Fringe Benefits				315,736	281,776	33,960
		Corresponds to reduction in Permanent Salaries - Miscellaneous.						
		Total Recommended Reductions						$328,925

DEPARTMENT: ECN BUSINESS & ECONOMIC DEVELOPMENT

FINANCIAL DATA:

The Business & Economic Development's proposed $12,364,245 budget for FY 2000-01 is $11,708,864 or 48.64 percent less than the original FY 1999-2000 budget of $24,073,109. The net decrease from the revised FY 1999-2000 budget is $11,708,864 or 48.64 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park Project	$ -	$ -	$ -	$ -
Economic Development	15,803,639	15,803,639	2,761,007	(13,042,632)
Finance & Legislative Affairs	171,106	171,106	176,039	4,933
Office of Small Business Affairs	699,180	699,180	588,936	(110,244)
Seismic Safety Loan Program	415,284	415,284	382,392	(32,892)
Treasure Island	6,983,900	6,983,900	8,455,871	1,471,971
Total Expenditures	$ 24,073,109	$ 24,073,109	$ 12,364,245	$ (11,708,864)
Less Work Order Recoveries	(1,460,006)	(1,460,006)	(3,971,910)	(2,511,904)
Net Expenditures	$ 22,613,103	$ 22,613,103	$ 8,392,335	$ (14,220,768)

Department: ECN BUSINESS & ECONOMIC DEVELOPMENT (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 31.24 FTEs, which is 3.51 FTEs more than the 27.73 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park Project	-	-	-	-
Economic Development	11.20	11.20	15.71	4.51
Finance & Legislative Affairs	2.00	2.00	2.00	-
Office of Small Business Affairs	0.75	0.75	0.75	-
Seismic Safety Loan Program	2.00	2.00	1.00	(1.00)
Treasure Island	11.78	11.78	11.78	-
Total	27.73	27.73	31.24	3.51

DEPARTMENT REVENUES

Department revenues have decreased by $14,067,892 or 71.98 percent and General Fund support has decreased by $152,876 or 4.98 percent. The decrease in revenues is primarily due to the reduction of $13,000,000 in one-time State Grants & Subventions for the Southeastern Environmental Mitigation Project and the elimination of the $2,030,000 U. S. Navy Federal Direct Grant for the Treasure Island U.S. Navy Cooperative Agreements. However, offsetting a portion of this loss is an increase of $995,000 in the rental revenues from Treasure Island property.

DESCRIPTION

The proposed budget for the Economic Development program includes:

- One new 1372 Special Assistant XIII (0.75 FTE) to administer and manage grants and assist with the preparation of the Department's budget;
- One new 1374 Special Assistant XV (0.75 FTE) to act as lead contract negotiator and business development analyst for large-scale economic development projects; and
- One new 1376 Special Assistant XVII (0.75 FTE) as part of the restructuring of the Department to restore an analyst due to the record high debt carried by the City.

Department: ECN BUSINESS & ECONOMIC DEVELOPMENT (continued)

These three new permanent, full-time positions along with various substitutions and annualizations of existing positions and step increases result in an additional overall increase of $449,305 in Permanent Salaries - Misc. and an additional increase of $100,507 in Mandatory Fringe Benefits, for an overall increased personnel cost of $549,812.

In FY 1999-00, the Department of Business and Economic Development received a one-time $13,000,000 grant for the Southeastern Environmental Mitigation Project. Department staff are currently holding public hearings with staff at the Department of the Environment in order to receive community input to identify the specific needs for this Mitigation Project that will result from the pending closure of the Hunters Point Power Plant.

The termination of the Treasure Island U.S. Navy Cooperative Agreement has resulted in a reduction of $2,030,000 in the Treasure Island proposed budget. This reduction will result in the two positions (one 1363 Special Assistant IV and one 1374 Special Assistant XV), previously funded by this grant Agreement, being transferred to the ongoing Treasure Island project in FY 2000-01. Although the Treasure Island program is not adding any other new permanent positions, the transfer and reclassification of these two positions, various substitutions, annualizations of existing positions, cost-of-living adjustments and step increases result in an additional overall increase of $160,550 in Permanent Salaries - Misc. and $28,518 in Mandatory Fringe Benefits, for an overall personnel cost increase of $189,068. The Treasure Island program budget is increasing overall by $995,000. This increase also includes $106,203 in Other Current Expenses (an increase of 150 % over the FY 1999-00 budget) and $3,163,159 for Services of Other Departments (an increase of 138% over the FY 1999-00 budget), which is primarily offset by an increase in Interdepartmental Recovery of $2,506,971, to be paid primarily by other City General Fund Departments (i.e., Fire Department, Police Department, City Attorney, etc).

The Small Business Commission, appointed on April 13, 2000, will initiate a grant program for start-up businesses in San Francisco. The Office of Small Business Affairs' proposed budget includes $500,000 for Other Current Expenses to be used to develop this grant program.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

epartment: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
BK5		Economic Development						
266	001	Permanent Salaries - Misc.				$1,175,683	$1,065,288	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
75		Special Assistant XVII	1376	0.75	0.00	80,395	0	80,395
		Eliminate one of the three requested new Special Assistant positions for the Economic Development Division, because sufficient justification for this new position was not provided. The Department states this position is needed because of the City's high current debt. We disagree with this justification and do not believe this position is necessary. On an annualized basis, this proposed new position will cost $104,442 in Permanent Salaries-Misc. We are, however, recommending the approval of two other new Special Assistant positions in the Economic Development Division.						
275	9993M	Attrition Savings - Misc.				(45,056)	(75,056)	30,000
		Increase Attrition Savings - Misc. to reflect actual expenditure rates in the current year and to offset the effect of the Department's four upward substitutions that resulted in increased salary and fringe benefit costs during the current year, without budgetary approval of the Board of Supervisors. This recommendation will enable the Department to maintain the existing filled position at the higher salary and fringe benefit cost , but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1266	013	Mandatory Fringe Benefits				$249,768	$221,168	$28,600
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Subtotal Recommended Reductions - Economic Development						$138,995
BK6		**Treasure Island**						
1269	001	Permanent Salaries - Misc.				794,910	791,904	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1277	9993M	Attrition Savings - Misc.				(14,994)	(18,000)	3,006
		Increase Attrition Savings - Misc. to reflect actual expenditure rates in the current year and to offset the effect of the Department's three upward substitutions that resulted in increased salary and fringe benefit costs during the current year, without budgetary approval of the Board of Supervisors. This recommendaation will enable the Department to maintain the existing filled position at the higher salary and fringe benefit cost, but will offset part of the additional expenditures for the Department because of this increase in attrition savings.						
1269	013	Mandatory Fringe Benefits				186,480	185,698	782
		Corresponds to the reduction in Permanent Salaries - Misc.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

epartment: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
269	025	Entertainment and Promotion				$105,820	$85,820	$20,000
		Reduce Entertainment and Promotion by $20,000 to reflect actual expenditure rate for the current year which is projected to be approximately $60,000. The proposed reduction would still provide an additional $25,820 more for Entertainment and Promotion than is projected to be spent in the current year.						
69	035	Other Current Expenses				177,000	127,000	50,000
		Reduce Other Current Expenses by $50,000 to reflect actual expenditure rate for the current year which is projected to be approximately $118,000. The proposed reduction would still provide an additional $9,000 more for Other Current Expenses than is projected to be spent in the current year						
70	081	Services of Other Depts				5,463,064	4,145,185	1,317,879
		Reduce to reflect the specific recommendations of the Budget Analyst made in the Fire Department's budget for the requested increase of 13 FTE new positions and the associated Overtime expenses and Fringe Benefits for Treasure Island. These Fire Department recommendations include specific savings of $454,059 for Permanent Salaries - Uniform, $707,773 for Overtime and $156,047 for Mandatory Fringe Benefits, for a total savings of $1,317,879.						
		Subtotal Recommended Reductions - Treasure Island						$1,391,667

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
BK7		Office of Small Business Affairs						
1271	035	Other Current Expenses				$500,000	$500,000	*
		*Reserve $500,000 for grants to small businesses which have not been allocated for specific purposes, pending a report back to the Board of Supervisors, detailing such expenditures.						
		Subtotal Recommended Reserves - Office of Small Business Affairs						$500,000
		Total Recommended Reductions						$1,530,662
		Total Recommended Reserves						$500,000

DEPARTMENT: HHP HETCH HETCHY PROJECT

FINANCIAL DATA:

The Hetch Hetchy Project proposed $118,833,658 budget for FY 1999-00 is $1,177,926 or 0.98 percent less than the original FY 1999-00 budget of $120,011,584. The net decrease from the revised FY 1999-20 budget is $1,874,231 or 1.55 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Fiscal Year 2000-2001	From 1999-2000 Original Budget
Water Supply & Power Opns.	$101,811,584	$102,494,414	$99,673,658	($2,137,926)
Hetch Hetchy Capital Projects	18,200,000	18,213,475	19,160,000	960,000
Total Expenditures	$120,011,584	$120,707,889	$118,833,658	($1,177,926)
Work Order Recoveries	(145,000)	(827,829)	(222,298)	(77,298)
Net Expenditures	$119,866,584	$119,880,060	$118,611,360	($1,255,224)

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$9,114,943	$10,430,333	$1,315,390
Mandatory Fringe Benefits	2,448,302	3,118,817	670,515
Professional & Specialized Services	3,596,475	2,954,090	(642,385)
Purchase of Power for Resale	28,127,059	35,271,210	7,144,151
Judgements and Claims	775,000	25,000	(750,000)
Transfer to the General Fund	39,850,000	29,850,000	(10,000,000)
Total	$83,911,779	$81,649,450	($2,262,329)

Department: **HHP - Hetch Hetchy (continued)**

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 179.46 FTEs, which is 15.63 FTEs more than the 163.83 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Original	Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Water Supply & Power Opns.	163.83	163.83	179.46	15.63

Hetch Hetchy's Permanent Salaries are increasing by $1,315,390, or 14.4 percent, from $9,114,943 in FY 1999-00 to $10,430,333 in FY 2000-01. This increase is due to: (a) 8 new positions, (b) 4 position substitutions, (c) 8 off-budget positions being converted to the operating budget, (d) 5 positions being annualized, and (e) salary standardization.

Hetchy Hetchy's budget contains a total of eight new positions (6.00 FTE) budgeted for FY 2000-2001. Hetch Hetchy's proposed new positions are as follows:

Name	Classification	No. of FTE Positions	Annual Salary at Top Step	Annualized No. of Positions	Annual Total Salaries
Transmission Line Supervisor	7229	0.75	$69,472	1	$69,472
Electrical Line Worker	7338	1.50	61,490	2	122,980
Electrician	7345	1.50	61,490	2	122,980
Electrical Line Helper	7432	0.75	53,118	1	53,118
General Laborer	7514	1.50	41,886	2	83,772
Total:		6.00		8	$452,322

According to the Department, six of the new positions would be for the Department's proposed new Energy Services Program, discussed further below. These six new positions would be used to improve service to Hetch Hetchy's electricity clients, including the Airport and the Port, and to develop new business. The requested two new General Laborer positions would be used to clear transmission lines of plant growth and debris, as well as provide general support to transmission line maintenance and repairs.

The Budget Analyst is recommending approval of the two new General Laborer positions. The Budget Analyst recommends that the six (4.50 FTE) new positions the Department is requesting for the

Department: **HHP - Hetch Hetchy (continued)**

new Energy Services Department be coded "L", or Limited Duration Position, until the Department can demonstrate the benefits of making these six new positions permanent (See Description No. 3 below).

In addition to the requested eight new positions (6.00 FTE), the Department is requesting that eight (8.00 FTE) off-budget positions be converted to the operating budget to support Hetch Hetchy's baseline energy services. The Budget Analyst also recommends that these eight new operating budget positions be coded "L", or Limited Duration Positions, until the Department can demonstrate the benefits of converting these positions to the operating budget.

DEPARTMENT REVENUES

Department Revenue for Hetch Hetchy budgeted for FY 2000-01 is $137,771,360, which is $295,224 or 0.21 percent less than the Department Revenue of $138,066,584 in the FY 1999-00 budget. According to the Department, this decrease in Department Revenues is due to the deregulation of the electrical power industry. Hetch Hetchy requires no General Fund monies, and the Department uses its own revenue to fund its operating costs and capital needs.

Major changes in Department Revenue are as follows:

	FY 1999-2000	FY 2000-2001	Change
Interest Earned	$1,200,000	$2,000,000	$800,000
Other Non-Oper. Revenue	1,000,000	250,000	(750,000)
Beginning Fund Balance	8,906,546	7,389,360	(1,517,186)
Total	$11,106,546	$9,639,360	($1,467,186)

DESCRIPTION

1. The proposed Hetch Hetchy revenue transfer to the General Fund has decreased by $10,000,000, from $39,850,000 in Fiscal Year 1999-00 to $29,850,000 in Fiscal Year 2000-01. According to the Department, this decrease results from the deregulation of the electrical power industry and the subsequent projected reduction in revenue. As a result, Hetch Hetchy is pursuing expanded business opportunities in order to compensate for loss in revenues.

2. Hetch Hetchy's total budget has decreased for Fiscal Year 2000-01 by $1,177,926, from $120,011,584 in Fiscal Year 1999-00 to $118,833,658 in Fiscal Year 2000-01. However, these total expenditures include the $29,850,000 transfer to the General Fund, which decreased in FY 2000-01 by $10,000,000 from the FY 1999-00 transfer of $39,850,000. Excluding this transfer, the Department's budget has increased by $8,922,074, or 11.1 percent, from $80,061,584 in FY 1999-00 to $88,983,658 in FY 2000-01. Much of this increase results from an increase of $7,144,151 in Power for Resale, due to the increased cost of electricity and increased consumption of electricity by

Department: **HHP - Hetch Hetchy (continued)**

Hetch Hetchy customers. In addition, Permanent Salaries have increased by $1,315,390 in FY 2000-01, due largely to the new Energy Services Program, discussed below. The Department is also increasing its budget for capital projects by $960,000, from $18,200,000 in FY 1999-00 to 19,160,000 in FY 2000-01.

3. Hetch Hetchy is reorganizing its Department and requesting a variety of resources to create a new Energy Services Program in order to address changes in the electrical power industry since deregulation began in 1998. Hetch Hetchy reports that during FY 1999-00, the Department's net revenues were $10 million less than what they had projected, as the Department's costs continued to increase commensurate with increases in the cost of wholesale electricity and PG&E transmission and distribution rates. According to Ms. Laurie Park of Hetch Hetchy, the objective of the proposed new Energy Services Program is for Hetch Hetchy to begin regaining lost revenues from the sale of Hetch Hetchy's hydroelectric power. Ms. Park states that the new Energy Services Program would enable Hetch Hetchy to become more effective and aggressive in selling hydroelectric power to new and existing retail customers and providing new retail products and services, such as energy efficiency consulting and emergency response services for high-voltage electrical equipment. The Attachment to this report, provided by Hetch Hetchy, contains the projected revenues and benefits of creating a new Energy Services Program. As stated in the Attachment, Hetch Hetchy projects that the new Energy Services Program would increase the Department's net revenues by an estimated $717,797 in FY 2000-01, by an estimated $1,730,000 in FY 2001-02, by an estimated $3,355,000 in FY 2002-03, and an estimated $4,355,000 in FY 2003-04. According to Hetch Hetchy, these projected revenue increases have not yet been included in the Department's budget. In addition, the proposed Energy Services Program would allow Hetch Hetchy to expand its City energy conservation programs, which Hetch Hetchy anticipates would save the City an estimated $2.4 million in FY 2000-01 and an estimated $4 million a year from FY 2001-02 through FY 2003-04, as stated in the Attachment.

According to Hetch Hetchy, the proposed Energy Service Program would cost an additional $1,007,820 in FY 2000-01, as shown in the table below.

Item	Description	Additional Funds For FY 2000-01
Salaries	6 New operating positions	$234,597
Benefits	Mandatory Fringe Benefits (26 percent)	196,105
Material/Supplies	Furniture and equipment for new positions	50,000
Equipment	Initial inventory of electrical equipment	170,000
	Total Additional Cost to the Operating Budget	**$650,702**
Off-Budget Positions	6 New off-budget positions and benefits (26 percent)	357,118
	Total Additional Cost (Includes new off-budget positions)	**$1,007,820**

Department: **HHP - Hetch Hetchy (continued)**

COMMENTS

1. The Budget Analyst recommends approval of the Proposed Energy Services Program, given that Hetch Hetchy estimates that the additional costs of creating the new Energy Services Program would be $1,007,820 for FY 2000-01, and that new Energy Services Program is projected to: (1) increase the Department's revenues by $717,797 in FY 2000-01, and continue increasing up to $4,355,000 in FY 2003-04, and (2) reduce City energy costs by $2.4 million in FY 2000-01, and continue reducing City energy costs by an estimated $4 million a year from FY 2001-02 through FY 2003-04.

2. The Budget Analyst recommends that Hetch Hetchy provide a progress report on the new Energy Services Program to the Board of Supervisors at the end of FY 2000-01. This progress report should include detailed explanations of all improvements in Hetch Hetchy's electricity-related services and all revenues generated by the new Energy Services Program.

3. In addition, the Budget Analyst recommends that the six new positions (4.50 FTE) that Hetch Hetchy is requesting for the new Energy Services Program, and the eight off-budget positions that the Department is requesting be converted the operating budget (8.00 FTE) to support baseline Hetch Hetchy energy services, be coded "L", or "Limited Duration Position," until Hetch Hetchy can demonstrate the benefits of these new operating budget positions in the progress report discussed in Comment No. 2 above.

Department: Hetch Hetchy (HHP)

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1322	001	Water & Power Specialist	5633S	2.00	0.00	$165,555	$0	$165,555
1322	001	Water & Power Specialist	5633L	0.00	2.00	0	165,555	(165,555)
1322	001	Energy Specialist	5606S	4.00	0.00	234,148	0	234,148
1322	001	Energy Specialist	5606L	0.00	4.00	0	234,148	(234,148)
1322	001	Senior Energy Specialist	5608S	1.00	0.00	67,762	0	67,762
1322	001	Senior Energy Specialist	5608L	0.00	1.00	0	67,762	(67,762)
1320	001	Chief Clerk	1410S	1.00	0.00	52,187	0	52,187
1320	001	Chief Clerk	1410L	0.00	1.00	0	52,187	(52,187)

*The above substitutions would move eight (8.00 FTE) positions from non-operating funds to operating funds to support Hetch Hetchy's baseline energy services. The Budget recommends that these eight positions be coded "L", or Limited Duration Position, until Hetch Hetchy can demonstrate the benefits of making these positions permanent

1324	001	Attrition Savings	9993M	(10.61)	(11.46)	(643,854)	(695,236)	51,382

Increase Attrition Savings to offset the effect of the Department's upward substitution of three positions, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Hetch Hetchy (HHP)

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
Water Supply and Power Operations (BCB)								
1290	001	Permanent Salaries				$10,430,333	$10,378,951	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1323	001	Transmission Line Supervisor I	7229N	0.75	0.00	44,224	0	44,224
1323	001	Transmission Line Supervisor I	7229L	0.00	0.75	0	44,224	(44,224)
1323	001	Electrical Line Worker	7338N	1.50	0.00	78,273	0	78,273
1323	001	Electrical Line Worker	7338L	0.00	1.50	0	78,273	(78,273)
1324	001	Electrician	7345N	1.50	0.00	78,273	0	78,273
1324	001	Electrician	7345L	0.00	1.50	0	78,273	(78,273)
1324	001	Electrical Line Helper	7432N	0.75	0.00	33,827	0	33,827
1324	001	Electrical Line Helper	7432L	0.00	0.75	0	33,827	(33,827)
		*The above six (4.50 FTE) new positions would support the new Energy Services Program. The Budget recommends that these six new positions be coded "L", or Limited Duration Position, until Hetch Hetchy can demonstrate the benefits of making these positions permanent.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Hetch Hetchy (HHP)

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1290	013	Mandatory Fringe Benefits Corresponds to reduction in salaries				$3,118,817	$3,105,458	$13,359
1290	021	Travel Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01				29,940	20,000	9,940
1290	022	Training Reduce to FY 1999-00 budget level adjusted for a cost of living factor for FY 2000-01				88,963	62,400	26,563
1291	049	Other Materials and Supplies Reduce to FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01				495,130	450,000	45,130
		Total Recommended Reductions						$ 146,374

Proposed Energy Services Division

Hetch Hetchy Enhancement, Projected Revenues & Benefits

			FY00/01	FY01/02	FY02/03	FY03/04
Baseline Projections:		Power Revenues	$89,935,000	$87,322,000	$83,445,000	$83,445,000
		Costs of Power	$35,271,210	$42,583,210	$43,673,210	$44,028,560
		Net Power Revenues:	$54,663,790	$44,738,790	$39,771,790	$39,416,440
ENHANCEMENT:						
Revenues:		Retail Services				
		New Retail Customers	$500,000	$1,250,000	$2,500,000	$5,000,000
		New Retail Products & Services	$250,000	$500,000	$1,000,000	$1,000,000
		ISO Demand Reduction Program	$600,000	$1,000,000	$1,000,000	$1,000,000
		Airport Substations O+M Contract	$240,000	$240,000	$240,000	$240,000
		O+M Services	$150,000	$300,000	$500,000	$750,000
		Wholesale Services				
		Ancillary Services	$250,000	$500,000	$1,000,000	$1,000,000
		Projected Revenues:	$1,990,000	$3,790,000	$6,240,000	$8,990,000
Incremental Expenses:		Operating Costs				
	001/013	Salaries & Fringe	$763,700	$1,250,000	$1,500,000	$2,000,000
	021	Travel	$11,940	$25,000	$25,000	$25,000
	022	Training	$26,563	$35,000	$35,000	$35,000
	049	Other Material & Supplies	$50,000	$25,000	$25,000	$25,000
	060	Equipment	$170,000	$100,000	$50,000	$50,000
		Costs of Power	$250,000	$625,000	$1,250,000	$2,500,000
		Projected Incremental Operating Costs:	$1,272,203	$2,060,000	$2,885,000	$4,635,000
		Contributions to Net Power Revenues:	$717,797	$1,730,000	$3,355,000	$4,355,000
		Benefits to City Departments:				
		ISO Demand Reduction Program	$2,400,000	$4,000,000	$4,000,000	$4,000,000
		Net Benefit earned on Enhancement:	$3,117,797	$5,730,000	$7,355,000	$8,355,000

Non Financial Benefits:

1. Avoided risk of power outages [CPUC estimated cost of a 4-8 hour outage to SF's economy as $200M in lost revenues and productivity
2. Avoided risk of San Francisco as a "congestion zone" [est. cost to SF ratepayers $20-$80+ million/year]
3. Environmental benefits from renewables & energy efficiency projects
4. Offering full range of competitive retail services helps to retain market share and customer base

Assumptions:

1. Assumes continuation of participated in ISO Demand Reduction Program throughout forecast period
2. Assumes new retail products & services, O+M services, and ancillary services will increase over time
3. Estimates additional salaries adjustments and new staff required to fully implement planned business activities
4. Allowance for travel, training, materials & supplies and equipment
5. Some capital investments will be required to support certain activities (e.g., construction of new electric transmission & distribution systems to support new retail customers). Proposed capital outlays have not been addressed in this presentation but are subject to investment criteria (e.g., est. payback period).

Comments:

1. No value accorded non-revenue benefits (e.g., reduced risk of power outages, retention of existing customers, environmental improvements)
2. Addresses only those revenue improvements attainable through staff requested under enhancement. The complete scope of HH's business activities is broader

Source: Hetch Hetchy

DEPARTMENT: LHP LIGHT, HEAT AND POWER

FINANCIAL DATA:

The Light, Heat, and Power Department's proposed $59,383,362 budget for FY 2000-01 is $2,340,939, or 4.1 percent, more than the original FY 1999-00 budget of $57,042,423. The net increase from the revised FY 1999-00 budget is $2,324,589 or 4.07 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Fiscal Year 2000-01	From 1999-00 Original Budget
Utility Services	$57,042,423	$57,058,773	$59,383,362	$2,340,939
Less Work Order Recoveries	(54,392,423)	(54,392,423)	(56,505,250)	(2,112,827)
Net Expenditures	$2,650,000	$2,666,350	$2,878,112	$228,112

Below are the General Fund expenditures administered by Light, Heat & Power:

General Fund Expenditures for Light, Heat and Power	1999-00 Budget	2000-01 Request	Change
PG&E Street Light Maintenance	$1,275,209	$1,254,454	($20,755)
Maintenance of City-Owned Streetlights	870,701	870,701	0
Materials and Supplies for Maintenance	148,537	148,537	0
Cal Trans Street Lighting Maintenance	24,300	24,300	0
Administrative Costs	646,464	1,166,873	520,409
Subtotal Operating Budget	$2,965,211	$3,464,865	$499,654

Department: **Light, Heat, and Power (continued)**

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$442,039	$462,923	$20,884
Mandatory Fringe Benefits	110,612	121,019	10,407
Power for Resale	54,077,212	55,918,497	1,841,285
Other Current Expenses	2,287	479,501	477,214
Materials & Supplies	3,855	8,155	4,300
Equipment Purchase	7,800	13,000	5,200
Total	$54,643,805	$57,003,095	$2,359,290

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 8.00 FTEs, which is the same as the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Utility Services	8.00	8.00	8.00	-

DEPARTMENT REVENUES

Light, Heat and Power does not generate its own revenues. However, expenditure recovery from other City Departments for the consumption of gas and electricity will increase by $2,112,827 or 3.9, from $54,392,423 in FY 1999-00 to $56,505,250 in FY 2000-01. General Fund support for Light, Heat, and Power budgeted for FY 2000-01 is $2,878,112, which is $228,112, or 8.6 percent, more than the $2,650,000 in the original FY 1999-00 budget.

Department: **Light, Heat, and Power (continued)**

DESCRIPTION

1. The Bureau of Light, Heating and Power is responsible for all aspects of City street lighting and for billing the various City agencies for electricity, purchased natural gas, and purchased steam. The Bureau operates administratively under Hetch Hetchy Water and Power. The goals of the Bureau are to compute electric, steam, and gas bills for all City agencies, to compute all street lighting charges, and to provide and maintain adequate and energy-efficient lighting on City streets.

2. The Bureau of Light, Heat and Power reports that they have reviewed the amounts budgeted by the City departments for light, heat and power in the FY 2000-01 budget. The Budget Analyst notes that the Port overbudgeted by $352,699, and therefore recommended in our review of the Port's budget that the Port reduce its budget for light, heat and power by $352,699.

3. 79 percent of the total increase of $2,340,939 in Department expenditures for FY 2000-01 results from Power for Resale, which increased from the FY 1999-00 budget by $1,841,285 due to increased consumption of gas and electricity by other City departments. This increase of $1,841,285 will be funded by reimbursements from other City departments.

4. 20 percent of the total $2,340,939 increase in Department expenditures for FY 2000-01 results from a one-time expenditure of $477,214 for outstanding costs owed to PG&E incurred during the renovation of City Hall. According to Mr. Carlos Jacobo of the PUC, these costs were originally included in the City Hall renovation project budget, but were never paid.

5. Budgeted salary costs increase by $20,884, or 4.7 percent, from $442,039 to $462,923, as a result of two position substitutions and salary standardization.

COMMENT

The Mayor's budget provides an increase of $2,340,939 or 4.1%. Our recommended reductions, which total $14,268, would still allow an increase of $2,326,671 or 4.1% in the Department's operating budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LHP - Light, Heat and Power

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1331	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$462,923	$451,599	*
1333	001	Attrition Savings Increase in Attrition Savings to offset the effect of the Department's upward substitution of positions, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.	9999M	0.00	(0.19)	0	(11,324)	$11,324
1331	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				121,019	118,075	2,944
		Total Recommended Reductions						$14,268

DEPARTMENT: PAB BOARD OF APPEALS

FINANCIAL DATA:

The Board of Appeals' proposed $359,795 budget for FY 2000-01 is $12,081 or 3.47 percent more than the original FY 1999-2000 budget of $347,714. The net increase from the revised FY 1999-2000 budget is $12,081 or 3.47 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Appeals Processing	$ 347,714	$ 347,714	$ 359,795	$ 12,081
Total Expenditures	$ 347,714	$ 347,714	$ 359,795	$ 12,081

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 4.33 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Appeals Processing	4.33	4.33	4.33	-
Total	4.33	4.33	4.33	-

Department: **PAB BOARD OF APPEALS (continued)**

DEPARTMENT REVENUES

Department revenues have remained the same. General Fund support has increased by $12,081 or 4.0 percent.

DESCRIPTION

The Board of Appeals proposes increasing Permanent Salaries and Mandatory Fringe Benefits by $12,603 to cover the expense of step increases for existing employees.

RECOMMENDATIONS

None.

DEPARTMENT: PRT PORT

FINANCIAL DATA:

The Port's proposed $50,785,684 budget for FY 2000-0 is $1,441,209 or 2.92 percent more than the original FY 1999-00 budget of $49,344,475. The net increase from the revised FY 1999-00 budget is $1,199,962 or 2.42 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budg Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
Port-Maritime	$1,397,044	$1,402,894	$1,556,647	$159,603
Port-Finance and Administration	18,766,822	18,760,972	19,697,413	930,591
Port-Planning and Development	1,630,432	1,630,432	1,965,017	334,585
Port-Facilities and Operations	13,847,919	14,039,926	14,545,866	697,947
Port-Real Estate and Asset Mgmt.	5,110,965	5,195,205	6,099,261	988,296
Total Operating Expenditures	$40,753,182	$41,029,429	$43,864,204	$3,111,022
Capital Improvements & Fac. Maint.	8,591,293	8,556,293	6,921,480	(1,669,813)
Total Expenditures	$49,344,475	$49,585,722	$50,785,684	$1,441,209
Interdepartmental Recoveries	(238,675)	(379,922)	$163,500	$402,175
Net Expenditures	$49,105,800	$49,205,800	$50,949,184	$1,843,384

Department: **PRT - Port (continued)**

Of the $3,111,022 increase in the Port's operating budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$13,858,148	$15,055,752	$1,197,604
Mandatory Fringe Benefits	3,725,467	4,135,647	410,180
Professional & Specialized Services	1,128,900	1,327,000	198,100
Rents & Leases-Equipment	80,950	542,870	461,920
Services of Other Departments	4,945,710	5,700,461	754,751
Materials & Supplies	1,768,178	1,918,769	150,591
Interdepartmental Recovery	(238,675)	163,500	402,175
Equipment Purchase	1,621,441	1,136,900	(484,541)
Total	$26,890,119	$29,980,899	$3,090,780

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 230.47 FTEs, which is 4.67 FTEs more than the 225.8 FTEs in the original FY 2000-01 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Port-Maritime	10.78	10.78	11.54	0.76
Port-Finance and Administration	47.26	47.26	47.04	(0.22)
Port-Planning and Development	15.98	15.98	16.37	0.39
Port-Facilities and Operations	130.11	130.11	133.78	3.67
Port-Real Estate and Asset Mgmt.	21.67	21.67	21.74	0.07
Totals	225.80	225.80	230.47	4.67

The Port's budget contains a total of seven new positions (5.25 FTEs) for FY 2000-01, including five administrative positions (including one Assistant Superintendent of Harbor Maintenance) and two craft positions.

Department: PRT - Port (continued)

The Port's proposed new positions are as follows:

Name	Classification	No. of Positions	Annual Salary at Top Step	Annualized No. of Positions	Total Annual Salaries
Special Assistant XVII	1376	0.75	$104,442	1.0	$104,442
Senior Clerk Typist	1426	0.75	41,496	1.0	41,496
Prin. Admin Analyst	1824	0.75	78,312	1.0	78,312
Gen. Laborer Superv	7215	0.75	45,656	1.0	45,656
Elevator & Crane Technician	9354	0.75	71,162	1.0	71,162
Asst Superintendent, Harbor Maintenance	9363	0.75	86,320	1.0	86,320
Devel. Project Coord	9378	0.75	81,432	1.0	81,432
		5.25		7.0	$508,820

The Budget Analyst is recommending approval of three of the seven new positions shown above, including the Elevator & Crane Technician position, the General Laborer Supervisor position, and the Development Project Coordinator position. The Budget Analyst is recommending disapproval of the other four positions.

DEPARTMENT REVENUES

Department revenues have decreased by $593,225 or 0.99 percent. Major revenue changes are as follows:

Revenue Source	FY 1999-00 Budget	FY 2000-01 Budget	Increase
Rent Parking	$3,063,000	$4,389,000	$1,326,000
Percentage Rental	10,525,000	11,027,000	502,000
Cargo Services	2,565,000	2,938,000	373,000
Commercial Rentals	17,744,141	16,867,000	(877,141)
Fund Balance	6,117,802	6,455,772	337,970
Total	$40,014,943	$41,676,772	$1,661,829

According to the Department, Commercial Rentals revenue is decreasing because (1) the Ferry Building will be under development beginning in January 2001, (2) the China Basin Ballpark parking

Department: **PRT - Port (continued)**

site ended as of April 2000, and (3) the termination of Unisource Worldwide, which provided warehousing services at Pier 31.

DESCRIPTION

The Port reports that as of May 31, 2000, $5,341,594 has been allocated to the Port's Bond Reserve Fund. Additionally, the Port has unappropriated revenue of $17,096,000.

COMMENTS

1. The Board of Supervisors approved a 50-year lease between AMB Property Corporation and the Port of San Francisco for the development of Pier 1 as a maritime office project in April of 1999, with AMB as the lessee and the Port as the lessor. The subject lease included a sublease for a portion of Pier 1, with AMB as the sublessor and the Port as the sublessee, to provide office space for the Port. Under the rental provisions of the sublease agreement, the Port was obligated to pay to AMB annual rent on a sliding scale in the maximum amount of $922,974 and in the minimum amount of $120,749, depending on the following three factors:

    a. Whether the contractor used up to a 15 percent contingency on the construction and design costs of the project;

    b. Whether the Port would receive the Historic Tax Credit , valued at $3,031,608;

    c. Whether the cost of tenant improvements for the space to be subleased by the Port would be completed at $40 per square foot included in the base rent, but increasing up to $65.00 per square foot.

2. With respect to the foregoing factors, the Port reports the following:

    a. The amount of the 15 percent contingency actually used in construction and design of the project will not be known until the entire project, not just the Port's subleased portion of Pier 1, is completed;

    b. The Port did receive the Historic Tax Credit, which is being passed along to the Developer;

    c. Due to an increase in construction costs, the Port has negotiated a $65 per square foot tenant improvement cost.

3. The Port reports that, based on the foregoing factors, the annual rent is currently estimated at $644,000 per year, although according to Mr. Ben Kutnick, the Port's Director of Finance and Administration, the exact amount is not known at this time. Mr. Kutnick reports that the Port will provide the Finance Committee with additional information concerning the amount of rent due at the budget hearings of Thursday, June 22, 2000.

Department: **PRT - Port (continued)**

4. Currently, the Port is requesting $322,000 for rental of Pier 1 in its FY 2000-01 budget, based on six months usage. The Budget Analyst recommends that the full amount of the $332,000 be placed on reserve, pending a report by the Port on the full rental costs of Pier 1 and the basis for the increase in tenant improvements to $65 per square foot.

5. In the December 15, 1999, report to the Finance Committee concerning the ground lease for the rehabilitation of the Ferry Building between Ferry Building Investors, LLC, and the Port, the Budget Analyst recommended that the Port reduce their annualized expenditures by $1,056,000 to reflect savings associated with Ferry Building costs. Accordingly, the Port has deleted $528,200 from its FY 2000-01 budget request to reflect six months of savings in costs associated with the Ferry Building, commensurate with the Port's expected move to Pier 1 in January of 2001.

6. The Mayor's budget provides an increase of $1,441,209 or 2.92 percent. Our recommended reductions, which total $1,273,007, would still allow an increase of $168,202 or 0.34 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Maritime - (RKD)								
1346	001	Permanent Salaries - Misc.				$796,334	$765,092	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1374	001	Senior Clerk Typist	1426N	0.75	0	31,242	0	$31,242
		To eliminate one requested new Senior Clerk Typist position for administrative support not sufficiently justified, as agreed to by the Department.						
1346	009	Premium Pay				6,214	2,000	4,214
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						
1346	011	Overtime				5,849	1,500	4,349
		To reduce the Overtime budget to funding required for the Executive Secretary.						
1346	013	Mandatory Fringe				183,900	175,007	8,893
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1346	021	Travel				$32,400	$27,400	$5,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1346	025	Entertainment and Promotion				182,700	165,000	17,700
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1346	027	Professional & Specialized Services				242,600	212,000	30,600
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1346	029	Maintenance Services - Equipment				6,450	4,500	1,950
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Finance and Administration (BKO)								
1348	001	Permanent Salaries - Misc.				$3,086,662	$3,054,581	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1376	001	Attrition Savings	9993M	(0.81)	(1.31)	(51,971)	(84,052)	32,081
		To restore Attrition Savings to the FY 1999-00 level.						
1348	009	Premium Pay				33,035	27,500	5,535
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1348	013	Mandatory Fringe				1,296,764	1,287,925	8,839
		Corresponds to reduction in salaries						
1348	021	Travel				64,000	58,000	6,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1348	025	Entertainment and Promotion				$159,000	$149,500	$9,500
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01						
1348	027	Professional & Specialized Svcs.				515,900	490,000	25,900
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01						
1348	029	Maintenance Services - Equip.				166,129	156,129	10,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1348	040	Materials and Supplies				319,933	299,933	20,000
		To reduce the budget for Materials and Supplies to the minimum essential for effective operations.						
1348	060	Equipment Purchase				525,000	490,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1386	060	Equipment Purchase	06000			$0	($35,000)	$35,000
		To reduce the budget for equipment to the minimum essential required for effective operations.						
Planning and Development (BKW)								
1351	001	Permanent Salaries - Misc.				1,270,783	1,190,388	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1378	001	Special Assistant XVII	1376N	0.75	0	80,395	0	80,395
		To eliminate a new position request not sufficiently justified. The Port has not adequately supported the need for a "Deputy Zoning Administrator."						
1351	013	Mandatory Fringe				283,458	262,556	20,902
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Facilities & Maintenance (BKY)								
1352	001	Permanent Salaries - Misc.				$8,343,920	$8,218,356	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1380	001	Principal Admin. Analyst	1824N	0.75	0	60,575	0	60,575
1382	001	Asst. Supt. Harbor Maint.	9363N	0.75	0	64,989	0	64,989
		To eliminate two requested new positions not sufficiently justified.						
1352	013	Mandatory Fringe				2,013,159	1,980,513	32,646
		Corresponds to reduction in salaries.						
1352	021	Travel				11,690	9,690	2,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1352	028	Maintenance Services - Buildings &				300,000	280,000	20,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1352	040	Materials and Supplies				$1,555,936	$1,505,936	$50,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1353	060	Equipment Purchase				611,900	561,900	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
1387	060	Equipment Not Detailed	06000			0	(50,000)	50,000
		To reduce the equipment budget commensurate with the minimum essential for effective operations.						
Real Estate and Asset Management								
1372	001	Permanent Salaries - Misc.				1,558,053	1,458,411	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1384	001	Special Assistant XVI	1375A	2.00	1.00	$199,284	$99,642	$99,642
		To eliminate a position that has been vacant since July of 1998						
1372	009	Premium Pay				23,347	18,347	5,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01.						
1372	013	Mandatory Fringe				358,366	332,010	26,356
		Corresponds to reduction in salaries.						
1372	021	Travel				11,700	5,000	6,700
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000						
1372	031	Rents & Leases - Equipment				332,000	332,000 *	
		*The Budget Analyst recommends that the full amount of the $332,000 for rental of Pier 1 be placed on reserve, pending a report by the Port on the full rental costs of Pier 1 and the basis for the increase in tenant improvements to $65 per square foot.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1372	035	Other Current Expenses				$49,000	$39,000	$10,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000.						
1372	081	Services of Other Depts.				1,588,699	1,101,700	486,999
		To reduce budgeting for Light, Heat & Power by, as recommended by the Department of Light, Heat & Power.						
		Total Recommended Reductions						$ 1,273,007
		Total Recommended Reserves						$332,000

DEPARTMENT: PTC PARKING AND TRAFFIC COMMISSION

FINANCIAL DATA:

The Parking and Traffic Commission proposed $64,708,142 budget for FY 2000-01 is $7,466,104 or 13.04 percent more than the original FY 1999-2000 budget of $57,242,038. The net increase from the revised FY 1999-2000 budget is $7,391,762 or 12.90 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Departmental Administration	$ 3,436,941	$ 3,436,941	$ 3,754,851	$ 317,910
Enforcement	23,205,063	23,172,147	25,416,366	2,211,303
MRD-Construction Division	-	-	-	-
Parking	6,751,920	6,751,920	6,726,855	(25,065)
Parking Citation Division	11,382,788	11,382,788	10,347,458	(1,035,330)
Residential Permit Parking	718,813	718,813	846,696	127,883
Traffic Engineering & Operation	9,912,513	9,709,564	10,329,493	416,980
Total Operating Expenditures	$ 55,408,038	$ 55,172,173	$ 57,421,719	$ 2,013,681
Capital Improvements & Fac. Maint.	1,834,000	2,144,207	7,286,423	5,452,423
Total Expenditures	$ 57,242,038	$ 57,316,380	$ 64,708,142	$ 7,466,104
Less Work Order Recoveries	(286,500)	(286,500)	(198,000)	88,500
Net Expenditures	$ 56,955,538	$ 57,029,880	$ 64,510,142	$ 7,554,604

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 554.55 FTEs, which is 8.67 FTEs more than the 545.88 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Departmental Administration	25.73	25.73	27.35	1.62
Enforcement	350.52	350.52	366.15	15.63
Parking	35.50	35.50	35.55	0.05
Parking Citation Division	56.90	56.90	48.12	(8.78)
Residential Permit Parking	11.50	11.50	12.53	1.03
Traffic Engineering & Operation	65.73	65.73	64.85	(0.88)
Total	545.88	545.88	554.55	8.67

DEPARTMENT REVENUES

Department revenues have increased by $6,773,530 or 25.6 percent and General Fund support has decreased by $2,700,260 or 7.6 percent.

DESCRIPTION

The proposed Parking and Traffic Department budget for FY 2000-01 has increased by $7,466,104. Major increases include:

1. The budget for Salaries and Benefits has increased $1,666,816 or 5.5 percent from $30,152,668 in FY 1999-00 to $31,819,484 in FY 2000-01. New positions include:

   - An increase of 20.25 new positions which results in an annualized increase of 27 FTE positions to provide improved enforcement of the Residential Permit Parking Program. The number of FTE positions and annualized cost for each classification is shown below:

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

- An increase of 18 new Parking Control Officer positions which results in an annual increase of 24 new FTE positions. The annualized cost for each of these 24 new Parking Control Officer FTEs for Permanent Salaries and Fringe Benefits is $48,770 at the top step.
- An increase of 1.5 new Senior Parking Control Officer positions, which results in an annual increase of 2 new FTE positions. The annualized cost for each of these 2 new Senior Parking Control Officer FTEs for Permanent Salaries and Fringe Benefits is $58,241 at the top step.
- An increase of 0.75 new Communications Dispatcher I position which results in an annual increase of 1 new FTE position. The annualized cost for this new Communication Dispatcher I FTE for Permanent Salaries and Fringe Benefits is $50,875 at the top step.

- An increase of 2.25 new positions which results in an annual increase of 3 FTE positions to expand the Red Light/Livable Street Program, which is intended to improve the safety of pedestrians and avoid the loss of life in traffic accidents. The positions and annualized cost for each classification is shown below:

  - An increase of 0.75 new position a Junior Engineer position which results in an annual increase of 1 new FTE position. The annualized cost for this new Junior Engineer FTE for Permanent Salaries and Fringe Benefits is $68,699 at the top step.
  - An increase of 1.50 new Associate Transportation Engineer positions which results in an annual increase of 2 new FTE positions. The annualized cost for each of these 2 new Associate Transportation Engineer FTEs for Permanent Salaries and Fringe Benefits is $90,272 at the top step.

- An increase of 3 new Painter positions which results in an annual increase of 4 FTE positions to complete street painting projects. The annualized cost for each of the 4 new Painter FTEs for Permanent Salaries and Fringe Benefits is $66,528 at the top step.

- A reclassification of 53 various positions throughout the Department at an annualized cost of Permanent Salaries and Fringe Benefits of $266,705 at the top step. To offset these costs the Department is deleting 5.5 positions with annualized savings of $258,928 for Permanent Salaries and Fringe Benefits at the top step. The net cost for the various departmental substitutions is $7,778 in Permanent Salaries and Fringe Benefits.

- An increase of 0.75 for a new Principal Administrative Analyst which results in an annual increase of 1 new FTE position, to develop a city-wide parking plan that will assess the need for increased parking services and recommend appropriate solutions. The annualized cost for this new Principal Administrative Analyst FTE for Permanent Salaries and Fringe Benefits is $99,053 at the top step.

2. Non labor costs have decreased by $215,522 or 1.2 percent from $17,750,152 to $17,534,630. Major changes include:

   - A decrease for the PRWT contract (see Comment #1) for citation processing of $658,412 or 8.4 percent from $7,798,032 to $7,139,620.
   - An increase for the Red Light Program/ Livable Streets Program of $41,597 or 1.8 percent from $2,350,928 to $2,392,525.

Department: **PTC PARKING AND TRAFFIC COMMISSION (continued)**

3. Services of Other Departments has decreased by $456,647 or 6.8 percent from $6,714,897 to $6,258,250. Within the $456,647 decrease in Services of Other Departments, Workers Compensation costs have decreased by $246,945, and City Attorney costs have increased by $107,092.

4. Equipment costs have increased $1,019,034 or 128.9 percent from $790,321 to $1,809,355. Major equipment purchases include replacement of 20 Parking Control Vehicles for $370,000 and new vehicles and held ticket writing equipment for additional Parking Control Officers at a cost of $806,000. Equipment lease finance costs has increased from $218,377 to $379,830.

5. Capital Improvements Projects have increased by $5,452,423 or 297.3 percent from $1,834,000 to $7,286,423. The major change is $6,505,183 to complete the funding for North Beach Parking Garage.

COMMENTS

1. Projected revenues resulting from the PRWT contract continue to be less than DPT's original estimate. Revenue from the PRWT contract includes (a) processing of all citations issued by the Department, b) special collection of citations given to vehicles with Out-of-State licenses, (c) to vehicles with owners that have relocated, (d) transferred vehicle ownership, and (e) received citations in rental cars. For collection of b through e, PRWT receives 34 percent of the revenue collected and the Department receives 66 percent. The additional Departmental revenue from these Special Collections was a significant portion of the DPT justification for this contract. However, Departmental revenue for Special Collections is estimated to be $2,640,000 in FY 2000-01, which is $1,171,500 or 30.7 percent less than the original DPT estimated annual revenue of $3,811,500. The Budget Analyst has requested the DPT to provide a written report on the total costs paid to PRWT in FY 1999-00 and the total revenues which the City realized as a result of this contract in order that the Budget Analyst can report on this data to the Finance and Labor Committee next week.

2. Within the net increase of 8.67 FTEs, there is a total of 26.25 new FTEs (35 on an annualized basis). We are recommending approval of 15.75 FTEs (21 on an annualized basis) and disapproval of 10.50 FTEs (14 on an annualized basis). In addition, the Department is deleting 5.5 FTE positions, increasing Attrition Savings by 6.08 FTE positions and 6.0 FTEs positions are Project Funded (not included in position total).

3. The Mayor's budget provides an increase of $7,466,104. Our recommended reductions, which total $2,214,896 would still allow an increase of $5,251,208 or 9.2 % in the Departments budget.

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Departmental Administration (BKF)								
1400	001	Permanent Salaries - Misc.				$ 1,581,241	$ 1,511,210	-
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
1424	001	Principal Administrative Analyst	1824N	0.75	0.00	60,575	0	60,575
		The department has not adequately justified this position. The department currently has 3 1824 Principal Administrative Analyst positions. In addition, the Parking Authority which this position will support has two positions that can perform the functions requested of this position, a Parking Director whose annual salary is $78,280 and a Parking Authority Assistant Director whose annual salary is $66,606. Overall, we are recommending approval of 15.75 of the 26.25 requested new FTE positions.						
1423	001	Special Assistant X	1369S	(1.00)	0.00	(65,160)	0	(65,160)
1423	001	Special Assistant XI	1370S	1.00	0.00	70,094	0	70,094
1424	001	Executive Secretary II	1452S	1.00	0.00	54,381	0	54,381
1424	001	Executive Secretary III	1454S	(1.00)	0.00	(60,254)	0	(60,254)
1424	001	Junior Administrative Analyst	1822S	0.00	1.00	0	58,708	(58,708)
1424	001	Senior Administrative Analyst	1823S	1.00	0.00	69,103	0	69,103
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.						
1400	013	Mandatory Fringe Benefits				406,838	388,629	18,209
		Corresponds to reduction in salaries.						
1400	040	Materials and Supplies				61,140	50,000	11,140
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						

Department: PTC- Parking and Traffic Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Traffic Engineering & Operations (BKG)								
PK003 Livable Streets Program								
401	027	Professional & Specialized Services				$ 2,392,525	$ 1,692,525	$ 700,000
		To reduce by $700,000, which is the amount of unexpended funds in this project for FY 1999-00, which can be used to offset a portion of the FY 2000-01 requested budget. According to Controller staff the unexpended funds from FY 1999-00 for this project will be automatically carry-forwarded into FY 2000-01. The Budget Analyst is recommending that the requested budget of $2,392,525 be reduced by $700,000 which is the amount of unexpended funds in this project during FY 1999-00 that will be available in FY 2000-01.The remaining funds of $1,692,525 will provide the Department sufficient funds to complete all planned activities in the Livable Streets Program.						
07	001	Permanent Salaries - Misc.				3,547,580	3,472,580	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
27	001	Attrition Savings - Misc.	9993M			(214,917)	(289,917)	75,000
		To increase Attrition Savings - Misc. to provide for the same amount of Permanent Salaries - Misc. as in the FY 1999-00 budget adjusted for salary increases.						
107	013	Mandatory Fringe Benefits				904,073	884,573	19,500
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PTC- Parking and Traffic Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1408	040	Materials and Supplies				$ 788,825	$ 688,825	$ 100,000
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						
Parking (BKP)								
1416	001	Permanent Salaries - Misc.				1,938,435	1,913,435	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
1428	001	Attrition Savings - Misc.	9993M			(79,316)	(104,316)	25,000
		To increase Attrition Savings to actual FY 1999-00 expenditure level adjusted for salary increase.						
1416	013	Mandatory Fringe Benefits				494,549	488,049	6,500
		Corresponds to reduction in salaries.						
1416	040	Materials & Supplies				187,798	157,798	30,000
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						
Enforcement (BKQ)								
1418	001	Permanent Salaries - Misc.				13,566,144	13,039,654	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1430	001	Clerk Typist	1424S	0.00	1.00	$0	$ 38,028	$ (38,028)
1430	001	Storekeeper	1934S	1.00	0.00	39,985	0	39,985
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.						
1431	001	Parking Control Officer	8214N	18.00	9.00	579,733	289,867	289,866

The Department has requested 18 new 8214 Parking Control Officer positions which represents an increase of 24 new 8214 Parking Control Officer FTE positions on an annual basis. These requested new positions are to provide enhanced enforcement of the Residential Permit Parking Program.

According to Departmental staff, the Department needs 53 shifts per day of 8214 Parking Control Officers to provide enhanced coverage of the Residential Permit Parking Program. The Department's current deployment of Parking Control Officers provides for 31 shifts per day that are dedicated to enforcement of the Residential Permit Parking Program. The recommended addition of 9 new positions or 12 new 8214 Parking Control Officers FTE positions on an annual basis would provide for 43 shifts per day or 81 percent of the Department's requested shifts per day. Department staff reports that the additional Parking Control Officers are needed to allow for continuous enforcement of all Residential Permit Parking Areas. The Budget Analyst questions the need for such a level of enforcement and believes that an increase of 12 Parking Control Officer new FTE positions on an annual basis or a 38.7 percent increase from the current 31 Parking Control Officers dedicated to the Residential Permit Parking Program would provide meaningful improvement in the Department's ability to respond to citizen complaints and ensure proper compliance with the Residential Permit Parking Program.

Of the 18 new Parking Control Officers requested, the Budget Analyst is recommending approval of 9 new 8214 Parking Control Officer positions, or 12 Parking Control Officer FTE positions on an annual basis, and recommending disapproval of 9 new 8214 Parking Control Officer positions or 12 Parking Control Officer positions on an annual basis. Overall, we are recommending approval of 15.75 of the 26.25 requested new positions for the Department.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PTC- Parking and Traffic Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1431	001	Senior Parking Control Officer	8216N	1.50	0.75	$ 69,335	$ 34,668	$ 34,667
		Corresponds to the above recommendation to reduce the number of 8214 Parking Control Officers from 18 new positions to 9 new positions. According to Departmental staff the Department currently has a supervisory ratio of 12 Parking Control Officers for each Senior Parking Control Officer Of the 1.50 new Senior Parking Control Officers requested, the Budget Analyst recommends approval of 0.75 new 8216 Senior Parking Control Officer FTE position and disapproval of 0.75 new 8216 Senior Parking Control Officer FTE position. This recommendation will allow the Department to maintain the same average supervisory ratio of 1 Senior Parking Control Officer to 12 Parking Control Officers. Overall, we are recommending approval of 15.75 of the 26.25 requested new positions for the Department.					
1431	001	Attrition Savings - Misc	9993M			(1,250,875)	(1,450,875)	200,000
		Increase Attrition Savings to actual FY 1999-00 expenditure level adjusted for salary increases.						
1418	013	Mandatory Fringe Benefits				4,026,023	3,889,136	136,887
		Corresponds to reduction in salaries.						
1418	060	Equipment Purchase				1,282,025	849,125	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
1438	060	PCO Vehicles	PK004N	26	13	481,000	240,500	240,500
		Reduce the number of new PCO 3-wheel vehicles purchased by from 26 to 14 (on an annual basis) consistent with our recommendation to reduce the number of new FTE positions on an annual basis for Parking Control Officers from 24 to 12 and for Senior Parking Control Officers from 2 to 1 for FY 2000-01.						

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1438	060	PCO Start-Up Supplies	PK005N			$ 325,000	$ 132,600	$ 192,400
		The Department is requesting to purchase handheld ticket writing equipment (PCO Start-up Supplies) at a cost of $12,500 each for each of the 24 new Parking Control Officers positions and 2 Senior Parking Control Officer positions requested in the budget. The total cost of the PCO Start-Up Supplies is estimated to be $325,000. The recommended reduction of $192,400 is based upon our recommendation to approve 12 of the requested 24 new Parking Control Officers FTE positions and 1 of the 2 Senior Parking Control Officer FTE positions, and an average cost for the equipment of $10,200 each based on manufacturer's quote.					
Parking Citation Division (BKS)								
1421	001	Permanent Salaries - Misc.				2,122,735	2,072,545	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1434	001	Special Assistant II	1361S	3.00	0.00	$ 109,325	$0	$ 109,325
1434	001	Special Assistant V	1364S	1.00	0.00	45,211	0	45,211
1434	001	Junior Clerk	1402S	1.00	0.00	33,617	0	33,617
1434	001	Clerk	1404S	(11.00)	(10.00)	(402,226)	(365,660)	(36,566)
1434	001	Principal Clerk	1408S	(2.00)	1.00	(99,911)	49,956	(149,867)
1434	001	Junior Management Assistant	1840S	4.00	2.00	191,156	95,578	95,578
1434	001	Traffic Survey Technician	5302S	0.00	3.00	0	147,108	(147,108)
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.						
1435	001	Attrition Savings -Misc.	9993M			(127,094)	(227,094)	100,000
		Increase Attrition Savings to correspond with FY 1999-00 spending level.						
1421	013	Mandatory Fringe Benefits				582,629	569,580	13,049
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$ 2,214,896

DEPARTMENT: PUC PUBLIC UTILITIES COMMISSION

FINANCIAL DATA:

The Public Utilities Commission's proposed $83,863,484 budget for FY 2000-01 is $6,379,179 or 8.23 percent more than the original FY 1999-00 budget of $77,484,305. The net increase from the revised FY 1999-00 budget, including transfers to capital projects, is $7,734,178 or 10.16 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budg Fiscal Year 2000-01	Proposed Incr (Decr) From1999-00 Original Budget
City Capital Projects		($35,000)		
Water Pollution Control		(30,000)		
Environmental Regulation and Management	$6,593,159	6,584,009	$6,899,379	$306,220
Water Quality	13,454,001	13,621,001	14,041,946	587,945
Customer Services	8,970,372	8,970,372	9,353,328	382,956
Water Capital Projects		(38,120,237)		
Water Facilities Maintenance Projects		(147,500)		
Water Programmatic Projects	2,059,000	2,059,000	2,059,000	
Hetch Hetchy Capital Projects		(6,604,636)		
PUC General Management	11,060,208	9,547,358	9,783,569	(1,276,639)
PUC Management Information	6,221,418	6,221,418	8,621,267	2,399,849
PUC Finance	4,083,496	4,083,496	4,730,244	646,748
PUC Engineering	20,600,340	20,600,340	23,584,437	2,984,097
PUC Personnel	3,491,289	3,491,289	3,795,563	304,274
PUC Land Management	951,022	951,022	994,751	43,729
Total Operating Expenditures	$77,484,305	$31,191,932	$83,863,484	$6,379,179
Capital Improvements & Fac. Maint.		44,937,374		$0
Total Expenditures	$77,484,305	$76,129,306	$83,863,484	$6,379,179
PUC Work Order Recoveries	(77,484,305)	(76,129,305)	(83,863,484)	($6,379,179)
Net Expenditures	0	1	0	0

Department: **PUC – Public Utilities Commission (continued)**

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 444.5 FTEs, which is 31.54 FTEs more than the 412.96 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-00		Mayor's Budget Increase (Decrease) Fiscal Year	From 1999-00
Full Time Equivalents	Original	Revised	2000-01	Original Budget
Environmental Regulation and Management	51.89	51.89	53.85	1.96
Water Quality	111.78	111.78	113.11	1.33
Customer Services	98.61	98.61	100.94	2.33
PUC General Management	22.92	22.92	26.16	3.24
PUC Management Information	42.69	42.69	59.02	16.33
PUC Finance	38.46	38.46	42.67	4.21
PUC Personnel	38.75	38.75	41.88	3.13
PUC Land Management	7.86	7.86	6.87	-0.99
PUC Engineering*	230.73	230.73	245.48	*
Total Expenditures	412.96	412.96	444.50	31.54

* Increase of 14.75 not shown in the totals because the positions are bond funded and zeroed out in the budget.

The PUC's budget request contains a total of 60 new positions on an annualized basis for FY 2000-01, allocated as shown in the Attachment to this report.

DEPARTMENT REVENUES

The Public Utilities Commission is funded solely through transfers from its operating departments, including the departments of Water, Clean Water, Hetch Hetchy, and Light, Heat & Power.

Department: PUC – Public Utilities Commission (continued)

DESCRIPTION

The Public Utilities Commission (PUC) is comprised of 9 bureaus that provide administrative and technical support to four operating departments: the Water Department, Hetch Hetchy, Clean Water Program and Light, Heat & Power. The budgets of the Bureaus of the PUC are funded through allocations from each of the four operating departments.

COMMENT

The Mayor's budget provides an increase of $6,379,179. Our recommended reductions, which total $2,063,534 would still allow an increase of $4,315,645, or 5.57% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

ATTACHMENT

CLASS	TITLE	# POSITIONS	# POSITIONS ANNUALIZED	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: BCR - General Management					
NEW POSITIONS					
5138	Program Manager I	0.75	1	$94,978	$94,978
6130	Safety Analyst	1.50	2	$78,702	157,404
1824	Principal Admin. Analyst	2.25	3	$78,312	234,936
	SUBTOTAL	4.50	6		$487,318
PROG: BCS - PUC Management Information					
NEW POSITIONS					
1013	Technician-Senior	0.75	1	54,574	54,574
1022	Administrator II	0.75	1	57,044	57,044
1023	Administrator III	2.25	3	69,316	207,948
1042	Engineer-Journey	1.50	2	76,440	152,880
1043	Engineer-Senior	1.50	2	84,656	169,312
1053	Business Analyst-Senior	1.50	2	71,032	142,064
1054	Bus Analyst-Principal	1.50	2	82,212	164,424
1063	Programmer Analyst-Senior	0.75	1	64,116	64,116
1071	Information Services Mana	0.75	1	111,878	111,878
	SUBTOTAL	11.25	15		$1,124,240
PROG: BCU - Admin-Personnel Fund					
NEW POSITIONS					
1314	Public Relations Officer	0.75	1	60,762	60,762
1410	Chief Clerk	0.75	1	57,044	57,044
1426	Senior Clerk Typist	1.50	2	41,496	82,992
1632	Senior Account Clerk	0.75	1	45,136	45,136
1844	Senior Management Assistant	1.50	2	61,958	123,916
5201	Junior Engineer	0.75	1	54,314	54,314
5204	Assistant Civil Engineer	1.50	2	60,164	120,328
5208	Civil Engineer	1.50	2	82,628	165,256
5210	Senior Civil Engineer	0.75	1	95,654	95,654
5222	Assistant Water Purificat	0.75	1	60,164	60,164
5236	Assistant Electrical Engineer	0.75	1	60,164	60,164
5247	Associate Sanitary Engineer	0.75	1	71,370	71,370
5248	Sanitary Engineer	2.25	3	82,628	247,884
5249	Senior Sanitary Engineer	1.50	2	95,654	191,308
5254	Associate Mechanical Engineer	0.75	1	71,370	71,370
5258	Senior Mechanical Engineer	0.75	1	95,654	95,654
5270	Senior Architect	0.75	1	95,654	95,654
5344	Mechanical Engineering Ass	0.75	1	48,776	48,776
5366	Engineering Associate II	0.75	1	61,360	61,360
5381	Student Design Trainee II	0.75	1	37,206	37,206
5382	Student Design Trainer II	0.75	1	39,000	39,000
5504	Project Manager II	0.75	1	88,764	88,764
	SUBTOTAL	21.75	29		$1,974,076

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

ATTACHMENT

CLASS	TITLE	# POSITIONS	# POSITIONS ANNUALIZED	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: BCW - PUC Personnel					
NEW POSITIONS					
1204	Senior Personnel Clerk	0.75	1	46,800	46,800
1241	Personnel Analyst	0.75	1	56,914	56,914
1817	Procedural Writer	0.75	1	49,764	49,764
	SUBTOTAL	2.25	3		$153,478
PROG: Misc. Customer Service					
NEW POSITIONS					
1478	Senior Water Services	0.75	1	46,930	46,930
		0.75	1		$35,198
PROG: BAY - PUC-BERM-SPARC					
NEW POSITIONS					
2474	Senior Marine Biologist	0.50	1	74,932	74,932
5138	Program Manager I	0.50	1	94,978	94,978
5293	Planner IV, Transportation	0.50	1	79,872	79,872
5620	Regulatory Specialist	0.50	1	64,116	64,116
	SUBTOTAL	2.00	4		$313,898
PROG: BCD - Water Quality					
NEW POSITIONS					
2416	Bacteriological Laboratory	0.75	1	44,356	44,356
6106	Sanitary Engineering Tech	0.75	1	53,248	53,248
	SUBTOTAL	1.50	2		$97,604
	TOTAL NEW POSITIONS	44.00	60		$4,185,812

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
Environmental Regulation and Management (BAY)								
1447	001	Permanent Salaries				$3,496,572	$3,416,744	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1520	001	Senior Marine Biologist	2474N	0.50	0	38,640	0	38,640
1522	001	Planner IV, Transportation	5293N	0.50	0	41,188	0	41,188
		To eliminate two new position requests based on the Department's re-evaluation of its needs.						
1447	013	Mandatory Fringe Benefits				830,628	809,873	20,755
		Corresponds to reduction in salaries.						
1447	021	Travel				76,209	70,000	6,209
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1448	049	Other Materials & Supplies				219,393	204,393	15,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1448	060	Equipment Purchase				$68,000	$49,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1542	060	Sedan, Standard Size	VSCG	3.00	1.00	57,000	38,000	19,000
		To eliminate one of three sedans requested by the Division.						
Water Quality (BCD)								
1450	011	Overtime				69,437	50,000	19,437
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1450	013	Mandatory Fringe Benefits				1,698,009	1,696,260	1,749
		Corresponds to reduction in salaries.						
1450	027	Professional & Specialized Services				1,385,500	1,235,500	150,000
		To reduce funding for contractual services to the essential amount, as agreed to by the Department.						
1450	029	Maintenance Services - Equipment				272,520	236,000	36,520
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
Customer Services (BCE)								
1452	001	Permanent Salaries - Misc • The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications				$5,409,438	$5,244,603	•
1528	001	Attrition Savings To restore Attrition Savings to the FY 1999-00 level	9993M	(5 23)	(8 25)	(285,460)	(450,295)	164,835
1452	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,376,806	1,333,949	42,857
PUC General Management (BCR)								
1497	001	Permanent Salaries - Misc. • The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications				1,720,607	1,586,621	•
1529	001	Program Manager I	5138N	0.75	0.00	73,110	0	73,110
	001	Safety Analyst To eliminate two position requests not sufficiently justified. The Department currently has a Program Manager I position that is being substituted for by a "Public Relations Officer." With respect to the Safety Analyst positions, the Department has two such positions, one of which is currently vacant, a Safety Officer, an Industrial Hygienist, and a Manager of Health and Safety. In addition, the Department is authorized a Health Educator and Senior Health Educator	6130N	1 50	0 75	121,753	60,877	60,876

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
497	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$414,588	$379,752	$34,836
497	022	Training The Department's Training budget includes $30,640 in "To Be Determined" training. This recommendation would reduce that amount by 50 percent.				50,615	42,000	8,615
497	027	Professional & Specialized Services To eliminate consulting budget for a "To-Be-Determined" study for the PUCs "To-Be-Selected" new General Manager ($400,000)				1,199,761	799,761	400,000
497	049	Other Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				174,058	149,000	25,058

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
PUC Engineering (BCU)								
1513	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				$20,082	$10,000	$10,082
1513	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				62,766	40,000	22,766
1513	027	Professional & Specialized Services To reduce funding for a Records Management Program to the amount required for digitizing plans ($130,000) and consultant implementation services and staff development for a digital library ($30,000) The other resources requested in Professional & Specialzed Services, such as workstations and a $45,000 server, need to be requested in other budget categories				260,644	160,000	100,644
1514	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				176,104	125,000	51,104
1514	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				176,500	138,500	*

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1551	060	Equipment Not Detailed				$0	($38,000)	$38,000
		To reduce the Equipment Purchase budget to the minimum essential. The original Equipment Purchase for FY 1999-00 was $6,500.						
PUC-Engineering Personnel Fund								
1514	001	Permanent Salaries - Misc.				16,921,408	16,423,961	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1535	001	Senior Clerk Typist	1426N	1.50	0.75	62,483	31,242	31,241
1536	001	Senior Management Asst.	1844N	1.50	0.75	93,294	46,647	46,647
1536	001	Junior Engineer	5201N	0.75	0.00	42,012	0	42,012
1536	001	Asst. Civil Engineer	5204N	1.50	0.75	93,075	46,538	46,537
1536	001	Civil Engineer	5208N	1.50	0.00	127,827	0	127,827
1536	001	Senior Civil Engineer	5210N	0.75	0.00	73,989	0	73,989
1537	001	Assoc. Sanitary Engineer	5247N	0.75	0.00	55,205	0	55,205
1537	001	Sr. Sanitary Engineer	5249N	1.50	0.75	147,979	73,990	73,989
		To eliminate nine (6.75 FTE) of 29 (21.75 FTE) requested new positions, as agreed to by the Department based on an evaluation of their updated						
1514	013	Mandatory Fringe Benefits				2,583,648	2,454,312	129,336
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1517	001	Permanent Salaries - Misc				$2,391,417	$2,347,393	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1539	001	Personnel Analyst	1241N	0.75	0.00	44,024	0	44,024
		To eliminate a new 1241, Personnel Analyst, position request not sufficiently justified The Personnel Bureau is currently authorized six such positions, which is two more than were authorized in the Bureau's FY 1998-99 budget.						
1517	013	Mandatory Fringe Benefits				648,197	636,751	11,446
		Corresponds to reduction in salaries						
		Total Recommended Reductions						$2,063,534

DEPARTMENT: TIS TELECOMMUNICATIONS & INFORMATION SERVICES

FINANCIAL DATA:

The Department of Telecommunication & Information Services proposed $71,584,179 budget for FY 2000-01 is $11,352,201 or 18.85 percent more than the original FY 1999-00 budget of $60,231,978. The net increase from the revised FY 1999-2000 budget is $7,260,179 or 11.29 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Application Development	$ 22,218,926	$ 23,775,695	$ 28,523,932	$ 6,305,006
Management/Administration	3,297,292	3,548,965	4,749,747	1,452,455
Network Data, Radio & Phone	30,150,610	32,116,830	34,387,516	4,236,906
Policy, Planning and Compliance	3,365,150	3,406,150	2,922,984	(442,166)
Total Operating Expenditures	$ 59,031,978	$ 62,847,640	$ 70,584,179	$ 11,552,201
Capital Improvements & Fac. Maint.	1,200,000	1,476,360	1,000,000	(200,000)
Total Expenditures	$ 60,231,978	$ 64,324,000	$ 71,584,179	$ 11,352,201
Less Work Order Recoveries	(55,628,828)	(56,765,103)	(67,635,195)	(12,006,367)
Net Expenditures	$ 4,603,150	$ 7,558,897	$ 3,948,984	$ (654,166)

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 355.34 FTEs, which is 41.51 FTEs more than the 313.83 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Application Development	156.43	156.43	178.36	21.93
Mangement/Administration	23.96	23.96	25.15	1.19
Network Data, Radio & Phone	118.68	118.68	135.10	16.42
Policy, Planning and Compliance	14.76	14.76	16.73	1.97
Total	313.83	313.83	355.34	41.51

DEPARTMENT REVENUES:

Department revenues have decreased by $457,500 or 22.60 percent. General Fund support has decreased by $196,666 or 7.63 percent.

DESCRIPTION:

The Department is organized into six divisions for this current year. Five of the six divisions – Applications Development, Administration, Network Engineering, Network Facilities, and Enterprise Computing – make up the Internal Services Fund that is supported by work orders from other departments. The sixth division – Policy, Planning and Compliance – includes the City's Television Station and is funded from General Fund sources. The division descriptions are as follows:

Applications Development: The Applications Development Division provides information systems planning, development, implementation, maintenance and enhancement services to help clients achieve their business objectives; provides education and technology training to DTIS and other City departments' employees; designs and maintains the City's web-site; and provides technical leadership in the practical application of new and emerging technologies.

Administration: The Administration Division provides administrative support for DTIS's human resources, budget, accounting, and contracts; provides telephone reception for the City's main information line; and consolidates and manages telephone billing services Citywide.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

Network Engineering: The Network Engineering Division provides network management services for the City's wide area network (WAN) including the Internet, Intranet and E911 system; maintains and upgrades the network infrastructure; provides consulting services to departments on design and implementation of local area networks (LANs), wide area networks (WANs), and telephony systems; and provides on-going support for local area networks of some of the smaller departments.

Network Facilities: The Network Facilities Division installs and maintains the data and voice infrastructure for City departments; provides routine and preventive maintenance of the City's public safety wire communications system; and provides radio installation and maintenance services for public safety and other major departments.

Enterprise Computing: The Enterprise Computing Division maintains round the clock operation of the City's mainframe computer services; houses and maintains servers for other departments; maintains disk, tape and CD-ROM data storage facilities; and ensures overall security and continued operation of the City's major systems in the case of an emergency.

Policy, Planning, and Compliance: The Policy, Planning and Compliance Division negotiates and manages the cable TV franchises; manages an annual $1.5 million contract for the construction, management, and operation of the public access cable television channel; oversees the use of the educational cable TV channel; directly manages and operates the public education and government TV channel, and cablecasts live coverage of Board of Supervisors and commission meetings; reviews and analyzes telecom related legislation; informs and updates policy makers on telecom related issues; and is responsible for development and implementation of a Citywide Strategic Telecommunications Plan.

Departmental Summary: The FY 2000-01 budget reflects the following changes:

Personnel

- DTIS has a net increase of 41.51 FTEs for all four budget programs; however, 38.35 or 92.39 percent of the net increase in FTEs is attributed to the two fastest growing (highest client demand) programs: 1) Applications Development and 2) Network Data, Radio & Phone.
- The total 41.51 increase in FTEs in the FY 2000-01 budget is explained as follows:
  - 29.46 increase due to new positions dedicated almost entirely to supporting increased client department work requests including: 20.89 increase in Applications Development, 5.27 increase in Network Data, Radio & Phone, 2.02 increase in Policy, Planning & Compliance, and 1.28 increase in Management / Administration;
  - 5.67 increase in existing, regular full-time positions related to the following: 7.84 increase in temporary – miscellaneous FTEs, 0.83 increase in Attrition Savings, and 3.00 decrease in Non-Operating Positions Offsets;
  - 3.00 increase due to the annualization of non-operating positions approved in last year's budget;
  - 2.68 increase due to the annualization of new positions approved in last year's budget;
  - 1.00 increase due to the annualization of E911, limited-duration positions; and
  - (0.30) net decrease as a result of position substitutions and reassignments.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

Expenditures

- The $11,352,201 increase in total expenditures can be explained as follows:

$ 4,354,855 increase due to salary and fringe benefits costs including as described below:
The increase is due to a $2,323,722 increase in permanent salaries, a $779,170 increase in temporary salaries, a $145,535 increase in premium pay, a $259,961 increase in overtime, and a $846,467 increase in fringe benefits.

$ 2,543,553 increase in Professional & Specialized Services as described below:
The increase is related primarily to the two fastest growing programs: 1) Applications Development and 2) Network Data, Radio and Phone. This increase in funding will be used specifically for: 1) consultation services in areas where the scope of the project work is beyond the technical expertise of DTIS staff, and 2) limited-duration project work.

$ 2,353,162 increase in Equipment Purchases as described below:
This increase is related to negotiated client department service requests according to the Department. The increase is related almost entirely to the two fastest growing programs: 1) Applications Development and 2) Network Data, Radio and Phone. For the Applications Development program, the increase in funding will be used specifically for database program equipment ($59,500), Data Center computer processors, disk storage, WAN infrastructure, servers and software ($1,148,366), additional tape storage ($146,000), cost-benefit (business) analysis tools ($48,000), Web performance and availability improvement equipment ($140,000), Web casting equipment ($100,000), and general department equipment including PCs, laptop computers and projectors ($287,074). For the Network Data, Radio and Phone program, this increase in funding will be used specifically for system upgrades including telecommunications diagnosis and repair equipment ($50,000), planned replacement of radio test equipment ($50,000), and vehicle replacement ($383,000) and new vehicles for the Public Safety Wire preventative maintenance ($112,000). The remainder (a net decrease of $170,778) is the result of a net reduction in other general equipment purchases from the previous year.

$ 1,073,000 increase in Equipment Lease/Purchase – Option Renewal as described below:
This increase is due to new telephone switches requested by client departments.

$ 909,566 increase in Equipment Lease / Purchase – City Finance Agency as described below:
This increase reflects a correction of the Equipment / Lease Purchase – City Finance Agency line item for ongoing mainframe expenditures according to the Department.

$ 118,065 net increase in all other operating expenses.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

COMMENTS:

1. According to Ms. Kathryn Hile, Deputy Director of Finance and Administration, DTIS is 'struggling with the well-known recruitment and retention problems faced by all technology-related organizations. Being a municipal agency carries the additional challenge of trying to compete with Silicon Valley and dot.com companies.' To help mitigate these hiring and retention challenges DTIS has substituted many existing positions with higher level positions.

2. Ms. Hile reports that it is the intent of the Department's new executive director to reorganize DTIS into four divisions over the course of FY 2000-01. According to Ms. Hile, Ms. Liza Lowery, the Department's new Executive Director, has already begun her reorganization and to the extent that decisions have been made, they are reflected in the budget submission. Ms. Hile also reports that Ms. Lowery will reduce the number of Deputy Directors from 6 to 4. The remaining two positions will be used to fund managers for the Data Center and special projects. Two of the 1377 Special Assistant XVIII positions will be upgraded to 1073 IS Director positions for the Chief of Technology Services and the Chief of Operations and Infrastructure. These changes are reflected in the budget.

3. According to Ms. Hile, DTIS has analyzed departmental expenditures for the last 18 months in detail to generate a more realistic FY 2000-01 budget. Ms. Hile reports that historically DTIS has spent more than was appropriated in the annual budget process by using carry forwards (unexpended funds from prior years) to supplement the budget.

4. Ms. Hile reports that DTIS has forecasted that some client departments will end the fiscal year with significant carry forwards based on expenditure recoveries to date for Information Technology & Telecom Services and Public Safety Wire (E911) services. For the current fiscal year, General Fund departments are projected to have a net surplus of $422,662. Non-General Fund departments are projected to have a net surplus of $2,743,346.

5. DTIS was unable to provide the Budget Analyst with a comparison of expenditures against client department project budgets, nor was the Department able to provide estimates of project work completions. Ms. Hile reports that project-level budgets by client department were not developed for FY 1999-00 nor were work order agreements signed with client departments. However, Ms. Hile does report that DTIS will develop project budgets and be able to provide project-level detail by department to the Budget Analyst during future budget cycles.

6. The Budget Analyst is recommending 25.71 (34.28 annualized) of the 29.46 new FTEs based on the justification provided by the Department. The Budget Analyst is recommending disapproval of 3.75 new FTEs (or 5.00 new positions when annualized), as explained in our recommendations.

7. The Mayor's budget provides an increase of $11,352,201 or 18.85 percent more than the original FY 1999-00 budget. Our recommended reductions, which total $607,810, would still allow an increase of $10,744,391 or 17.84 percent in the Department's budget.

Department: TIS - Telecommunications & Information Systems

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Network Data, Radio & Phone								
1560	011	Overtime				$ 378,600	$ 189,300	$ 189,300
		Reduce Overtime to reflect the offset expected due to the increase in permanent and temporary positions. The Budget Analyst is recommending the approval of the requested 5.27 new FTE positions for the Network Data, Radio & Phone program. We recommend a reduction of overtime from $378,600 to $189,300						
1560	013	Mandatory Fringe Benefits				1,939,463	1,922,426	17,037
		Corresponds to reduction in overtime						
1561	060	Equipment Purchase				954,922	946,422	*
		* The recommended reduction in Equipment Purchase is the total of the following specific recommendation regarding equipment purchase requests.						
1587	060	Full Size Pickup Truck	T1024N	1.00	1.00	27,000	18,500	8,500
		Reduce Equipment Purchase to reflect the actual unit cost of $18,500 for a 1/4 ton pick-up truck, which appears to meet project work needs						
Application Development								
1565	001	Permanent Salaries - Misc.				11,408,317	11,103,873	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1578	001	Engineer - Senior	1043N	3.75	2.25	327,411	196,447	130,964
		Disapprove 1.5 new FTEs (two Engineer - Senior positions) at an annualized salary and fringe benefits cost of $142,256 per FTE. The Applications Development program already has ten 1043 Engineer - Senior positions. We are however recommending approval of 2.25 new FTEs (three Engineer - Senior positions) for the Applications Development program. Overall, the Budget Analyst is recommending approval of 25.71 of the 29.46 requested new FTEs for the Department.						

epartment: TIS - Telecommunications & Information Systems

'age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
578	001	Business Analyst - Senior Disapprove 1.5 new Business Analyst - Senior FTEs at an annualized salary and fringe benefits cost of $119,363 per FTE. The Application Development program already has sixteen 1053 Business Analyst - Senior positions. We are however recommending approval of 2.25 new Business Analyst - Senior FTEs (or 3.0 positions) for the Applications Development program. Overall, the Budget Analyst is recommending approval of 25.71 of the 29.46 requested new positions for the Department.	1053N	3.75	2.25	$ 274,720	$ 164,832	$ 109,888
578	001	Business Analyst - Principal Disapprove 0.75 new Business Analyst - Principal FTE at an annualized salary and fringe benefit cost of $138,150 per FTE. The Application Development program already has thirteen 1054 Business Analyst - Principal positions. We are however recommending approval of 2.50 new Business Analyst - Principal FTEs (or 4.00 positions annualized) for the Applications Development program. Overall, the Budget Analyst is recommending approval of 25.71 of the 29.46 requested new positions for the Department.	1054N	3.25	2.50	275,565	211,973	63,592
65	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				2,669,745	2,602,158	67,587
66	060	Equipment Purchase * The recommended reduction in Equipment Purchase is the total of the following specific recommendations regarding equipment purchase requests.				1,928,940	1,907,998	*
89	060	DBA Program Equipment This line item reflects a package of equipment. Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for two new laptop computers, for a savings of $5,000.	T1026N	1.00	1.00	59,500	54,500	5,000
89	060	CBA Tools-Server, 6 PCs & 2 Notebooks This line item reflects a package of equipment. Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for two units, for a savings of $5,000.	T1034N	1.00	1.00	48,000	43,000	5,000

Department: TIS - Telecommunications & Information Systems

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1589	060	PCs, Laptops, PC Projectors	T1037N	1.00	1.00	$ 287,074	$ 276,132	$ 10,942
		This line item reflects a package of equipment Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for three new laptop computers. The remaining reduction of $3,442 pertains to the double counting of sales tax costs for related equipment expenditures, for a total savings of $10,942.						
		Total Recommended Reductions						$607,810

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-2001

DEPARTMENT: WTR WATER DEPARTMENT

FINANCIAL DATA:

The Water Department's proposed $270,279,377 budget for FY 2000-01 is $7,190,067, or 2.7 percent less than the original FY 1999-2000 budget of $277,469,444. The net decrease from the revised FY 1999-2000 budget is $8,336,987 or 3.0 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
Water General	$ 19,885,675	$ 19,885,675	$ 19,037,000	$ (848,675)
City Distribution	64,902,445	48,839,506	67,826,315	$ 2,923,870
Debt Service & Misc Charges		59,454,028		
Supply & Treatment	47,528,894	47,528,894	52,335,362	$ 4,806,468
Total Operating Expenditures	$ 132,317,014	$ 175,708,103	$ 139,198,677	$ 6,881,663
Captial Improvements & Fac. Maint.	145,152,430	102,908,261	131,080,700	$ (14,071,730)
Total Expenditures	$ 277,469,444	$ 278,616,364	$ 270,279,377	$ (7,190,067)
Interdepartment Recoveries	(465,400)	(1,110,405)	(296,500)	168,900
Net Expenditures	$ 277,004,044	$ 277,505,959	$ 269,982,877	$ (7,021,167)

Department: **Water Department (continued)**

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase
Permanent Salaries	$24,332,307	$25,717,441	$1,385,134
Mandatory Fringe Benefits	6,760,842	7,401,306	640,464
Professional & Specialized Services	352,900	1,068,239	715,339
Judgments and Claims	1,250,000	2,000,000	750,000
Equipment Purchase	2,318,690	3,019,700	701,010
Services of Other Departments	44,768,809	47,684,611	2,915,802
Total	$79,783,548	$86,891,297	$7,107,749

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 441.44 FTE, which is 12.36 FTE more than the 429.08 FTE originally budgeted in FY 1999-00. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-00 Original Budget
City Distribution	187.63	187.63	192.64	5.01
Supply & Treatment	241.45	241.45	248.8	7.35
Totals	429.08	429.08	441.44	12.36

Department: **Water Department (continued)**

The Water Department's budget contains one new position budgeted for FY 2000-01. The Water Department's proposed new position is as follows:

Name	Classification	No. of Positions	Salary at Top Step	Annualized No. of Positions	Total Salaries
Senior Clerk Typist	1426	0.75	$41,496	1	$41,496

The overall increase of 12.36 FTE is due primarily to a 10.5 FTE decrease in Attrition Saving and a 1.1 FTE increase in Temporary Salaries.

DESCRIPTION

Department revenues are budgeted to increase by $1,594,253, or 0.54 percent. Department revenues have decreased because Bond Sale Proceeds have decreased by more than the aggregate increases in the other revenue sources. The specific revenue sources are as follows:

Title	FY 1999-00	FY 2000-01	Change
Sale of Water – Suburban Resale	$65,354,737	$74,569,000	$9,214,263
Sale of Water – SF Consumers	65,899,223	66,492,316	593,093
Sale of Water – Muni Paying	2,100,000	2,100,000	0
Rents	6,150,000	7,200,000	1,050,000
Interest Income	2,675,000	3,565,000	890,000
Bond Sale/Commercial Paper Proceeds	126,099,850	100,232,700	(25,867,150)
Other Non-Operating Revenue	2,900,000	1,850,000	(1,050,000)
Departmental Transfer	19,052,580	27,668,000	8,615,420
Beginning Fund Balance	5,825,234	13,973,861	8,148,627
Total Budgeted Revenues	$296,056,624	$297,650,877	$1,594,253

DESCRIPTION

1. The Water Department operates local water storage facilities and the drinking water distribution system.
2. Water rates for the City and County of San Francisco users for FY 2000-2001 are the same as in FY 1999-2000.

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
City Distribution (BCF)								
1605	001	Permanent Salaries - Misc. *The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				$11,069,889	$10,963,647	*
1664	001	Senior Clerk Typist To eliminate one new Senior Clerk Typist position, with an annual salary of $41,496, not sufficiently justified. The Department already has three existing Senior Clerk Typist positions, and the Board of Supervsiors approved one new Senior Clerk Typist bond-funded position in FY 1999-00.	1426N	0.75	0	31,242	0	$31,242
1667	001	Attrition Savings - Misc. To restore Attrition Services to a level consistent with the Department's vacancies.	9993M	(23.26)	(24.52)	(1,382,645)	(1,457,645)	75,000
1605	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				3,491,246	3,463,623	27,623

epartment: WTR - Water Department

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
605	021	Travel				$14,298	$7,800	$6,498
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
605	029	Maintenance Services - Equipment				161,054	135,000	26,054
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
605	035	Other Current Expenses				548,550	498,550	50,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
606	060	Equipment Purchase				1,467,100	1,367,100	*
		*The recommended reduction in equipment is the total of the following specific recommendations.						
74	060	Equipment Not Detailed	06000			0	100,000	100,000
		To reduce funding for equipment purchases to the minimum essential needed for operations. Equipment would still increase by $276,210.						

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Supply & Treatment (BCG)								
1616	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$14,647,552	$14,597,552	*
1671	001	Attrition Savings To restore a portion of he requested reduction in Salaary Savings, which were for 28.35 FTE in FY 1999-00.	9993M	(22.07)	(22.92)	(1,291,526)	(1,341,526)	50,000
1616	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				3,910,060	3,897,060	13,000
1616	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				75,000	71,000	4,000
1616	027	Professional & Specialized Services To reduce funding for Professisonal and Specialized Services to the minimum required for effective operations.				982,521	882,521	100,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
616	035	Other Current Expenses				$444,150	$394,150	$50,000
		To reduce funding for Other Current Expenses to the minimum required for effective operations.						
617	060	Equipment Purchase				1,552,600	1,472,600	*
		*The recommended reduction in equipment is the total of the following specific recommendations.						
676	060	Equipment Not Detailed	06000			0	(80,000)	80,000
		To reduce the Equipment budget to the minimum required for effective operations.						
		Total Recommended Reductions						$ 613,417

Department/Division: **CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS**

Financial Data:

The FY 2000-2001 total City Capital and Facility Maintenance Projects proposed $288,454,000 budget for FY 2000-01 is $20,228,659 or 6.6 percent less than the original FY 1999-00 budget of $308,682,659 as detailed in the table below.

1999-00 Mayor's Recommended Budget - Capital Projects and Facilities Maintenance

	FY 1999-00 Original Capital Budget	FY 2000-01 Total Capital Recommended	Increase (Decrease)	Percent Change
General Fund Facilities Maint./Capital Proj.	$ 22,019,110	$ 24,756,379	$ 2,737,269	12.4%
General Fund Supported Departments:				
San Francisco General Hospital	1,590,000	1,987,000	397,000	25.0%
Laguna Honda Hospital	2,092,000	1,214,555	(877,445)	-41.9%
Municipal Railway	400,000	400,000	-	0.0%
Library Funds	490,000	990,000	500,000	102.0%
Parking and Traffic Commission	-	-	-	0.0%
Total General Fund & GF Supported	$ 26,591,110	$ 29,347,934	$ 2,756,824	10.37%
Self-Supporting Funds:				
Water Department Operating Fund	$ 145,152,430	$ 131,080,700	$ (14,071,730)	-9.7%
Convention Facilities	55,000,000	-	(55,000,000)	-100.0%
Clean Water Operating Fund	26,342,800	22,000,100	(4,342,700)	-16.5%
Hetchy Hetchy Operating Fund	18,200,000	19,160,000	960,000	5.3%
Airport Operating Fund	9,429,254	9,559,132	129,878	1.4%
Port Operating Fund	8,591,293	6,921,480	(1,669,813)	-19.4%
Open Space Fund	7,177,139	8,202,383	1,025,244	14.3%
Mayor Operating Fund	5,409,975	5,746,512	336,537	6.2%
Real Property General	3,109,978	281,700	(2,828,278)	-90.9%
War Memorial	1,321,000	-	(1,321,000)	-100.0%
Building Inspection	1,237,680	2,368,367	1,130,687	91.4%
Off-Street Parking	570,000	270,000	(300,000)	-52.6%
Marina Yacht Harbor	550,000	1,000,000	450,000	81.8%
Public Utilities Commission Operating Fund	-	-	-	0.0%
Public Works Dept. Operating Fund	-	1,801,725	1,801,725	0.0%
Municipal Railway Dept. Operating Fund	-	1,975,000	1,975,000	0.0%
Telecom. and Info. Svcs. Operating Fund	-	-	-	0.0%
Dept. of Parking and Traffic Operating Fund	-	6,505,183	6,505,183	0.0%
City Attorney Operating Fund	-	-	-	0.0%
Rec. and Park Commission Operating Fund	-	33,178,509	33,178,509	0.0%
Art Commission Operating Fund	-	-	-	0.0%
Social Services Building Trust Fund	-	333,474	333,474	0.0%
Fire Protection Sys. Impvt.-Local Fund	-	3,925,720	3,925,720	0.0%
Community Health Network Operating Fund	-	3,094,676	3,094,676	0.0%
Sheriff - Special Maintenance Fund	-	1,701,405	1,701,405	0.0%
Trial Courts Operating Fund	-	-	-	0.0%
Total Self-Supporting Fund	$ 282,091,549	$ 259,106,066	$ (22,985,483)	-8.15%
Total All Funds	$ 308,682,659	$ 288,454,000	$ (20,228,659)	-6.6%

Department/Division: CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS

The General Fund and General Fund Supported Capital and Facility Maintenance Projects proposed $29,347,934 budget for FY 2000-01 is $2,756,824 or 10.37 percent more than the original FY 1999-00 budget of $26,591,110 as shown on the previous page.

Description:

1. The Capital Improvement Advisory Committee (CIAC) prioritized funding requests from the departments into the following categories:

101 Continuing Projects
102 Security, Life-Safety and Health
103 Exterior Preservation-Cost Avoidance
104 Property Protection-Cost Avoidance
105 Mechanical/Electrical-Cost Avoidance
106 Preservation of Interiors-Cost Avoidance
107 Preservation of Structures
108 Improvement of Building Systems/Components
109 Improvement of Working Conditions
110 Maintenance/Improvement of Facilities Appearance
111 New Facilities

2. Overall, the proposed budget of $259,106,066 for the Self-Supported non-General Fund facilities maintenance and capital projects represents an decrease of 8.15% from the FY 1999-00 budget of $282,091,549. Major decreases in Self-Supporting Funds facilities maintenance and capital projects include $14,071,730 for Water Department Operating Fund projects (due to reduced bond funds available for capital projects) and $55,000,000 for convention facilities which includes funding for the Moscone Center Expansion. The reduction in funding for the Moscone Center Expansion is because of the reduction in unexpended surplus capital improvement funds that were transferred to the project in FY 1999-00.

3. The table on the following page provides expenditure data by Department for General Fund Facilities Maintenance and Capital Projects requested in the FY 2000-01 budget totaling $24,756,379.

Department/Division: CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS

General Fund Departments – Capital and Facility Maintenance Budget Comparison

	FY 1999-00 Original Capital Budget	FY 2000-01 Total Capital Recommendation	Increase (Decrease)	Percent Change
General Fund Facilities Maint./Capital Proj.:				
Administrative Services	$ 1,831,360	$ 2,350,000	$ 518,640	28.3%
Admin Svcs - Animal Care and Control	10,000	-	(10,000)	-100.0%
Art Commission	156,000	134,600	(21,400)	-13.7%
Convention Facilities	50,000	50,000	-	0.0%
City Planning	-	742,167	742,167	-
Trial Courts	36,000	715,000	679,000	1886.1%
Human Services	25,000	397,322	372,322	1489.3%
Public Works	6,107,300	3,550,837	(2,556,463)	-41.9%
Emergency Communications	2,512,000	734,525	(1,777,475)	-70.8%
Environment	100,000	-	(100,000)	-100.0%
Fine Arts Museums	75,000	75,000	-	0.0%
Fire Department	196,000	2,860,000	2,664,000	1359.2%
Community Health Network	210,000	650,000	440,000	209.5%
Public Health	80,000	100,000	20,000	25.0%
Juvenile Probation	310,000	5,650,094	5,340,094	1722.6%
Mayor	3,200,000	-	(3,200,000)	-100.0%
Police Department	555,000	110,000	(445,000)	-80.2%
Parking and Traffic	1,264,000	511,240	(752,760)	-59.6%
Recreation and Park	3,651,450	3,100,000	(551,450)	-15.1%
Academy of Sciences	100,000	100,000	-	0.0%
Sheriff	350,000	1,925,594	1,575,594	450.2%
Telecom. & Information Services	1,200,000	1,000,000	(200,000)	-16.7%
Total General Fund & GF Supported	$ 22,019,110	$ 24,756,379	$ 2,737,269	12.4%

Recommendations:

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

Department: **Red - San Francisco Redevelopment Agency (SFRA)**

FINANCIAL DATA:

The SFRA's proposed $173,518,000 budget for FY 2000-01 is $45,836,000, or approximately 35.90 percent, more than the approved FY 1999-00 budget of $127,682,000.

(Dollars in Thousands)

		Approved Budget FY 1999-00	Proposed Budget FY 2000-01	Proposed Increase (Decrease)
Amount:	Expenditure Budget	127,682	173,518	45,836
Revenues:	Property Sales	16,500	2,175	(14,325)
	Rentals/Leases	9,501	10,028	527
	Prior Year Earnings / Savings	14,074	11,404	(2,670)
	Developer Contribution	6,285	8,844	2,559
	Grants	10,910	12,021	1,111
	Other	7,173	5,687	(1,486)
	Bond Proceeds	14,997	43,209	28,212
	Tax Increment for O/S Obligations	23,708	27,282	3,574
	Total Revenues	103,148	120,650	17,502
Expenditures:	**Project Areas / Programs**			
	Legal	479	1,202	723
	Studies & Miscellaneous Items	828	1,377	549
	Planning	298	1,393	1,095
	Acquisition	1,800	215	(1,585)
	Public Improvements	24,047	72,032	47,985
	Architecture, Engineering, Design	1,677	689	(988)
	Relocation	130	200	70
	Property Maintenance	7,031	7,442	411
	Housing Production & Assistance	38,896	42,762	3,866
	Job Training and Assistance	1,500	1,150	(350)
	Business Development/Revitalization	3,000	945	(2,055)
	Other	1,260	3,744	2,484
	Debt Service	34,726	27,319	(7,407)
	Subtotal - Project Areas / Programs	115,672	160,470	44,798
	Personnel / Administration			
	Personnel Costs	10,022	10,022	(0)
	Administrative Costs	1,988	3,027	1,039
	Subtotal - Personnel / Admin. *	12,010	13,048	1,038
	Total Expenditures	127,682	173,518	45,836
	Total Revenues	103,148	120,650	17,502
	Surplus (Deficit)	(24,534)	(52,868)	(28,334)
Deficit Financing:	Tax Increment (pay-as-you-go)	8,020	8,495	475
	Bond Proceeds	16,514	44,373	27,859
	Total Deficit Financing	24,534	52,868	28,334
Tax Increment:	Net SFRA Tax Increment Request	31,895	34,388	2,493
	Total General Fund Impact	21,167	23,515	2,348
FTEs:	Permanent Staff	114.50	112.50	(2.00)
	Temporary / Part-Time Staff	6.50	9.00	2.50

* FY 2000-01 and Proposed Increase (Decrease) subtotals off by one due to rounding.

Department: Red - San Francisco Redevelopment Agency (SFRA)

A description of Redevelopment Survey Areas, Project Areas, Programs and their respective FY 2000-01 activities and goals are as follows:

REDEVELOPMENT SURVEY AREAS

Bayview Hunters Point Survey Area — $3,820,000

The Bayview Hunters Point Survey Area is located in the southeast corner of San Francisco. This portion of San Francisco was designated as a survey area by the Board of Supervisors on January 3, 1995. The survey area phase is the first official step towards designating a redevelopment project. Bayview Hunters Point is bounded by Cesar Chavez Blvd. on the north, the James Lick Freeway on the west, the San Francisco Bay and the Hunters Point Shipyard to the east and the San Francisco county line on the south. This area is approximately 2,528 acres and has an estimated population of 25,000.

Transbay Survey Area — $275,000

The Transbay Survey Area is approximately 180 acres generally bounded by Market Street on the north, the Bay Bridge on the south, Spear Street on the east and New Montgomery Street on the west. The area is currently characterized by office and service commercial development with a significant amount of land dedicated to transportation services and surface parking.

Mid-Market Survey Area — $739,000

In December 1995, the Board of Supervisors declared a Mid-Market Survey Area extending from 4th Street to Octavia Street along Market Street. The purpose of the Survey Area was to determine whether or not the adoption of a Mid-Market Redevelopment Project Area would be appropriate. A Project Area Committee was elected and meets regularly to recommend on proposed and existing activities in the Survey Area. After several public meetings and community workshops, staff and consultants developed the Mid-Market Concept Plan (published in July 1998), that promotes general goals, programs and land use concepts to assist in the revitalization of the area.

Department: Red - San Francisco Redevelopment Agency (SFRA)

REDEVELOPMENT PROJECT AREAS

Yerba Buena Center	**$25,386,000**
Yerba Buena Art Center and Garden Operation	**$6,470,000**

Yerba Buena Center is an 87-acre area that formerly consisted of dilapidated hotels, commercial and industrial buildings, and open parking lots. The project is located adjacent to San Francisco's downtown office and retail districts and extends from Market Street on the north to Harrison Street on the south, and from Second Street on the east to the west property line along Fourth Street.

Rincon Point-South Beach	**$14,668,000**
South Beach Harbor	**$3,057,000**

Rincon Point-South Beach is a 115-acre redevelopment project composed of two non-contiguous geographic areas. The project is located along San Francisco's northeastern waterfront in an area formerly characterized by open cargo storage, a considerable number of substandard and deteriorated structures, several piers in unsound condition and an extensive network of underutilized street rights-of-way.

Western Addition A-2	**$14,634,000**

The program for the Western Addition, A-2 Redevelopment Project, executed in May 1966, provided for development of 5,586 new housing units, the rehabilitation of 3,965 housing units, the revitalization of the Nihonmachi and Fillmore business districts, and the construction of new commercial and public buildings community cultural and recreational facilities and installation of infrastructure and public improvements.

Hunters Point	**$551,000**

The Hunters Point Redevelopment Area is a residential community with supporting educational and recreational uses. New infrastructure system and street patterns were the significant beginnings of what is now a vibrant residential community.

India Basin Industrial Park	**$700,000**

Prior to redevelopment, India Basin Industrial Park consisted of 25 acres of auto wrecking yards, 7 acres of vacant land, 35 acres of unimproved streets and the remnants of old Butchertown (the meatpacking businesses operating in obsolete buildings). As meat-packers were forced from San Francisco by technological change or to comply with Department of Agriculture regulations, their place was taken primarily by auto wreckers.

Department: Red - San Francisco Redevelopment Agency (SFRA)

South of Market $11,998,000

The South of Market Earthquake Recovery Redevelopment Project Plan was adopted in June 1990. The 63.4 acre Project Area is focused on Sixth Street and generally bounded by Stevenson, Harrison, Fifth and Seventh Streets. The initial purpose of the Project was to remedy the effects of the October 17, 1989 earthquake, which resulted in considerable loss of housing, displacement of businesses and damage to the physical infrastructure of the area.

Hunters Point Shipyard Redevelopment Area $3,234,000

The Hunters Point Shipyard is a major waterfront facility located in southeast San Francisco and encompasses 500 acres, of which less than a third of the existing building space are actively used today by general industrial activities, including shipyard repair and artists studios. Owned by the U.S. Navy since 1939 and closed in 1974, the Shipyard was leased to Triple A Shipyards in 1976 who maintained the Shipyard and leased unused buildings to artists and small businesses. In 1991, under the Federal Base Realignment and Closure Commission, the Hunters Point Shipyard was declared surplus and closed. A Concept Plan was developed with the Mayor's Hunters Point Shipyard Citizens Advisory Committee, was endorsed by the Redevelopment and Planning Commission and the Board of Supervisors in March 1995. The Redevelopment Plan was adopted in July 1997. At full build out, the Shipyard is anticipated to provide up to 8,000 jobs and will be a mixed-use development which will include new industrial and business park development, housing and retail uses, space for cultural uses, such as museums and galleries, active recreation areas, and a considerable amount of shoreline accessible to the public.

Federal Office Building (GSA Site 2) $381,000

In 1988, the City and the Federal government agreed in principal that the Federal General Services Administration (GSA) would construct a new Federal office building in San Francisco, to consolidate agencies that currently occupy leased quarters. The new Federal building will accommodate 2,500 employees in an anticipated gross building area of 675,000 square feet. To facilitate this major undertaking, the City agreed to donate a building site at no cost to the Federal government.

A site at 7th and Mission Streets, formerly occupied by the Greyhound Bus Terminal, was identified by the City and GSA as suitable for the project. The Redevelopment and Planning Commissions certified an EIR for the project on May 8, 1997. On October 14, 1997, the Board of Supervisors adopted ordinances approving the Federal Office Building Redevelopment Plan, and amending the Golden Gateway and South of Market Redevelopment Plans to create a three-way fiscal merger to fund the acquisition of the Federal office building site. On March 31, 1999, the SFRA acquired the privately owned portions of the site.

Department: Red - San Francisco Redevelopment Agency (SFRA)

Golden Gateway	**$8,159,000**

Implementation of the 51 acre Golden Gateway Redevelopment Project begun in the early 1960s and has generated 1,400 new housing units, an 840 room hotel, approximately 3,500,000 sq. ft. of office/commercial space and some 12 acres in public parks and open space. Currently the Project Area generates approximately $12 million annually in new property taxes as well as significant annual sales, payroll, hotel and parking taxes. Since 1980 the Project has generated upwards $100 million in property taxes for the City and County of San Francisco.

Mission Bay North	**$18,815,000**
Mission Bay South	**$31,685,000**

The Mission Bay development is divided into two redevelopment project areas, totaling 303 acres. Mission Bay North consists of approximately 65 acres of land bounded by Third Street, Townsend Street, Mission Creek, and Seventh Street, adjacent to the Pacific Bell Ballpark and the Caltrain terminal. Mission Bay South includes approximately 238 acres of land south of Mission Creek, bounded by the 280 Freeway, Terry Francois Boulevard, and Mariposa Street. Catellus Development Corporation is the owner of all of the privately held land in Mission Bay North, and of all but two developable parcels in Mission Bay South. The SFRA has entered into Owner Participation Agreement with Catellus to provide for development of the Mission Bay North and Mission Bay South Project Areas.

Department: Red - San Francisco Redevelopment Agency (SFRA)

REDEVELOPMENT PROGRAMS

Citywide Housing and HOPWA Programs $26,869,000

The SFRA's role in housing includes financing the production of new housing and the preservation of existing housing through the Citywide Tax Increment Housing Program. More specifically, the SFRA housing activities include authorizing and administering development agreements for market-rate and affordable housing sites within established redevelopment project areas, developing residential land use plans for military base re-use (e.g. Hunters Point Naval Shipyard), making grants to increase the capacity of resident organizations in expiring Section 8 housing, conducting outreach and education about the changes in the Section 8 program, advocating for greater tenant protections and other related legislative policies, and administering the federal Housing Opportunities for Persons with AIDS (HOPWA) program.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

The SFRA administers the federal Housing Opportunities for Persons with AIDS (HOPWA) program for San Francisco and acts as the HOPWA fiscal agent for the Counties of San Mateo and Marin as well. In FY 1999-00, the SFRA administered approximately $7.2 million in HOPWA funding. HOPWA funding available for the 2000-2001 fiscal year are expected to be approximately $7.2 million. The SFRA works closely with the Department of Public Health AIDS Office and the Mayor's HIV AIDS Health Services Planning Council in establishing priorities for the program.

GENERAL CITYWIDE TAX INCREMENT HOUSING PROGRAM

Each year, after budgeting for the Preservation and HOPWA programs, the SFRA makes available a certain amount of funds to be used to assist general citywide housing developments. The amount of funds available is determined in part by the amount of outstanding tax increment loans repaid and on the extent to which new tax-exempt or taxable bonds are issued. Available funds for this program will be allocated with the direction of the Mayor's Office of Housing and are expected to include:

REDEVELOPMENT PROJECT AREAS

Substantial staff time has been devoted to overseeing affordable and market rate housing development within redevelopment project areas. For a more detailed description of project area housing activities, refer to the respective project area budgets.

Department: **Red - San Francisco Redevelopment Agency (SFRA)**

Economic Development $1,465,000

The SFRA's economic development programs, focused on Redevelopment Project and Survey Areas, are organized into three major categories: economic development; neighborhood economic development and business development.

Central Relocation Services $610,000

Central Relocation Services (CRS) provides the City and County of San Francisco with a single source for assuring compliance with Federal and State relocation directives and regulations issued pursuant to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the California Administrative Code.

COMMENTS:

1. As noted on the first page of this report, the recommended total budget for FY 2000-01 of $173,518,000 is $45,836,000 more than the approved FY 1999-00 budget of $127,682,000. The survey, project and program totals identified above total $173,516,000 due to a rounding of total amounts.

2. The SFRA reports that the net tax increment request (i.e., net of AB 1290 Pass-Throughs to the City) will be $34,388,000 for FY 2000-01. The net tax increment request (i.e., net of AB 1290 Pass-Throughs to the City) approved for FY 1999-00 was $31,895,000. The FY 2000-01 budget is a $2,493,000 or 7.82 percent increase over the FY 1999-00 budget.

3. The SFRA reports that the $34,388,000 requested net tax increment will be distributed between $7,106,000 in personnel and administration costs that cannot be deducted from other revenue sources such as grants and reprogrammed funds from prior years and $27,282,000 that is pledged to prior year debt.

4. As noted on the first page of this report, the SFRA will expend $27,319,000 during FY 2000-01 on debt service of bonds already issued by the SFRA for prior years' expenditures. This represents a reduction of $7,407,000 or 21.33 percent from the $34,726,000 approved in the FY 1999-00 budget.

5. In addition to the above request for tax increment financing, the SFRA is requesting bond financing (Resolution File No. 00-1047) not to exceed $51.0 million that will fund additional project costs. The Bond financing request would be used as follows:

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

Department: **Red - San Francisco Redevelopment Agency (SFRA)**

Description	Amount
	Dollars in thousands
Bond proceeds for SFRA Work Program Activities	$44,373
Original Issue Discount	100
Underwriters Discount	765
Reserve Fund	4,373
Contingency (possible rise in interest rates between now and the time the bonds are sold)	854
Cost of Issuance (includes financial advisor, bond counsel, printing, trustee, rating agencies and other miscellaneous expenses)	160
Bond Insurance	375
Total	$51,000

Survey Areas, Project Areas & Program Budgets

6. For the three Survey Areas, the SFRA's proposed budget for FY 2000-01 of $4,834,000 is $3,671,000 more than the approved FY1999-00 budget of $1,163,000. Current Project Survey Areas are summarized as follows:

(Dollars in Thousands)

Project Survey Areas	FY 1999-00 Approved Budget	FY 2000-01 Proposed Budget	Increase
Bayview Hunters Point (formerly known as South Bayshore)	$ 1,163	$ 3,820	$ 2,657
Mid Market	0	739	739
Transbay Terminal	0	275	275
Total	$ 1,163	$ 4,834	$ 3,671

7. As shown in the table below, for the 16 existing Project Areas and Programs, the SFRA's proposed budget for FY 2000-01 of $168,682,000, is $42,163,000 more than the approved budget of $126,519,000 for FY 1999-00. Changes to individual projects and programs are as follows:

Department: **Red - San Francisco Redevelopment Agency (SFRA)**

Existing Project Areas & Programs	(Dollars in Thousands) FY 1999-00 Approved Budget	FY 2000-01 Proposed Budget	Difference
Mission Bay South	$ 345	$ 31,685	$ 31,340
Mission Bay North	14,890	18,815	3,925
Rincon Point - South Beach	11,518	14,668	3,150
Citywide Housing and HOPWA	24,079	26,869	2,790
Golden Gateway	5,908	8,159	2,251
South of Market	10,114	11,998	1,884
Western Addition, A2	14,059	14,634	575
South Beach Harbor	2,484	3,057	573
Yerba Buena Gardens & Center for the Arts	5,936	6,470	534
India Basin	426	700	274
Hunters Point	606	551	(55)
Central Relocation Services	700	610	(90)
Economic Development	1,726	1,465	(261)
Hunters Point Shipyard	4,610	3,234	(1,376)
Federal Office Building	1,807	381	(1,426)
Yerba Buena Center	27,311	25,386	(1,925)
Total	$ 126,519	$ 168,682	$ 42,163

8. According to the SFRA, the project areas created recently, such as Mission Bay North & South and Hunters Point Shipyard, will not be completed until 2020. These new project areas will require continuing financial assistance throughout their life.

9. According to the SFRA, the South of Market Plan expires in 2010 and will need financial assistance in the form of tax increment throughout the life of the Plan. Except for low and moderate-income housing, the SFRA's financing requirements are minimal beyond fiscal year 2000/01 for Hunters Point, India Basin, Rincon Point-South Beach, Yerba Buena Center, and Western Addition A2. Legally, the SFRA's ability to finance improvements with tax increment in these project areas ceases January 1, 2004, even though land use authority remains with the SFRA for another five years.

Department: **Red - San Francisco Redevelopment Agency (SFRA)**

10. Based on data provided by the SFRA, the following table provides an overview of existing redevelopment project areas including the respective redevelopment plan adoption dates and legally mandated plan deadlines. In addition, SFRA has reported on estimates of redevelopment work completed to date for each of the respective project areas.

		Plan Limits - Statutory Deadlines			
Project Area	Plan Adoption Date	Establishing Debt	Plan Expiration	Debt Repayment	% Redeveloped / Completed
Golden Gateway	05/25/59	01/01/04	01/01/09	01/01/19	100%
Western Addition,A2	10/13/64	01/01/04	01/01/09	01/01/19	85%
Yerba Buena Center	04/25/66	01/01/04	01/01/09	01/01/19	85%
Hunters Point	01/20/69	01/01/04	01/20/09	01/01/19	90%
India Basin	01/20/69	01/01/04	01/20/09	01/01/19	90%
Rincon Point-South Beach	01/05/81	01/01/04	01/05/21	01/05/31	85%
South of Market	06/11/90	06/11/10	06/11/10	06/11/20	45%
Hunters Point Shipyard	07/14/97	07/14/17	07/14/17	11/02/42	3%
Federal Office Building	10/14/97	12/15/16	10/14/17	12/15/41	90%
Mission Bay North	10/26/98	10/26/18	10/26/18	10/26/43	3%
Mission Bay South	11/02/98	11/02/18	11/02/18	11/02/43	3%

11. The Budget Analyst recommends that the SFRA provide the Board of Supervisors with a '% Redeveloped / Completed' estimate for each of the respective project areas with the submission of future annual budgets.

12. Housing continues to be a central strategic initiative for the SFRA. The goals are to help alleviate the shortage of affordable housing, to alleviate the expected loss of currently affordable housing and to meet current legal obligations with respect to replacement housing in the City. The total $42,762,000 FY 2000-01 SFRA Budget for Housing Production & Assistance includes $24,319,000 (of which $8,459,000 is designated for HOPWA) to Citywide Housing, $10,000,000 to the South of Market Project Area, $4,400,000 to the Mission Bay North Project Area, $4,000,000 to the Western Addition A-2 Project Area, and $43,000 to the South Beach Harbor Project Area.

Department: Red - San Francisco Redevelopment Agency (SFRA)

Personnel & Administrative Budget

13. As noted on the first page of this report, the SFRA has a net decrease of 2.0 FTEs in permanent positions in the FY 2000-01 budget from 114.5 to 112.5. According to the SFRA, these changes reflect program activity needs for the coming year. This net decrease is the result of the following changes in FTE positions by division:

Executive Division	1.00
Development Division	(3.00)
Total FTEs	(2.00)

14. According to the SFRA, existing management personnel have absorbed the work responsibilities associated with the two position reductions above.

15. As noted on the first of this report, the SFRA has a net increase of 2.5 FTEs in temporary / part-time positions. This increase is due to additional staffing requests of 2.0 FTEs for Planning / Project Associates and a 0.5 FTE Harbor Attendant.

Recommendations:

1. The Mayor's budget provides an increase of $45,836,000 or 35.90 percent. Our recommended reductions, which total $529,886, would still allow an increase of $45,306,114 or 35.48 percent in the SFRA's budget.

2. The Budget Analyst also recommends that the SFRA report annually to the Board of Supervisors on the percent completion for each of the project areas currently underway with the submission of future annual budgets.

Department: Red - San Francisco Redevelopment Agency

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Personnel Budget							
	Personnel Costs - Temporary / Part-Time Salaries				$353,028	$282,048	*
	* The recommended reduction in Personnel Costs is the total of the following specific recommendations regarding individual classifications.						
	Planning / Project Associates		6.00	5.00	241,020	170,040	$70,98
	Disapprove one new temporary Planning / Project Associate at an annualized salary of $34,008. The Department already has four temporary Planning / Project Associates. We are however recommending approval of one new temporary / part-time Planning / Project Associate and an additional 0.5 FTE Harbor Attendant position requested by the Agency.						
	Additionally this line item contains a clerical error of $36,972. Total savings is equal to $70,980, including the clerical error of $36,972 plus the salary savings of $34,008.						
	Mandatory Fringe Benefits				33,008	26,371	6.63
	Corresponds to the reduction in temporary salaries based on the temporary / part-time fringe benefits rate of 9.35%.						
Administrative Budget							
	Telephone				86,672	75,555	11.11
	Dues & Subscriptions				55,140	48,438	6.70
	Office Supplies				132,500	101,430	31.07
	Supplies - Mimeo / Printing / Photography				60,200	48,645	11.55
	Reduce to actual FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01. Following closer examination the SFRA need is projected to be less than originally proposed for FY 2000-01.						

partment: Red - San Francisco Redevelopment Agency

ge o.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ject Area / Program Budget							
	Yerba Buena Center				$22,989,000	$22,940,750	*
	* The recommended reduction to the Yerba Buena Center Project Area budget is the total of the following specific project costs.						
	Studies & Miscellaneous Items				100,000	51,750	$48,250
	Reduce to actual FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01. The $51,750 recommended amount reflects the actual need for FY 2000-01. Moreover, this project area is already estimated to be 85% complete in its redevelopment according to the SFRA.						
	Rincon Point - South Beach				14,102,000	14,027,000	*
	* The recommended reduction to the Rincon Point - South Beach Project Area budget is the total of the following specific project costs.						
	Studies & Miscellaneous Items				75,000	0	75,000
	Reduce to zero as no funds will be needed in FY 2000-01 according to the Department. This project area is already estimated to be 85% complete in its redevelopment according to the SFRA.						
	South Beach Harbor				2,551,000	2,457,425	*
	* The recommended reduction to the South Beach Harbor work program budget is the total of the following specific project costs.						
	Property Management				761,000	667,425	93,575
	Reduce to $667,425 to reflect actual FY 2000-01 need.						
	Western Addition, A2				12,392,000	12,292,000	*
	* The recommended reduction to the Western Addition, A2 Project Area budget is the total of the following specific project costs.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Red - San Francisco Redevelopment Agency

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Planning				$ 150,000	$ 50,000	$ 100,00
		Reduce to $50,000 to reflect actual FY 2000-01 need. Moreover, this project area is already estimated to be 85% complete in its redevelopment according to the SFRA						
		India Basin				618,000	543,000	-
		* The recommended reduction to the India Basin Project Area budget is the total of the following specific project costs						
		Planning				250,000	175,000	75,00
		Reduce to $175,000 to reflect actual FY 2000-01 need. Moreover, this project area is already estimated to be 90% complete in its redevelopment according to the SFRA						
		Total Recommended Reductions						$529,88

[Budget Analyst Report]
Susan Hom
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City and County of San Francisco

Meeting Agenda

Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Thursday, June 22, 2000 **1:00 PM** **City Hall, Room 263**

Departmental Budget Hearings

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 001079 **[2000 Affordable Housing Bond Award]**

Motion awarding Bonds and fixing definitive interest rates for $20,000,000 General Obligation Bonds (Affordable Housing), Series 2000D. (Mayor)

6/6/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

2. 000995 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for Culture and Recreation; Public Works, Transportation and Commerce.

Culture and Recreation: Asian Art Museum; Art Commission; Convention Facilities Management; Fine Arts Museum; Public Library; Law Library; Recreation and Park; Academy of Sciences; County Education Office; War Memorial.)

(Public Works, Transportation and Commerce: Airport; Clean Water; Building Inspection; Public Transportation-Municipal Railway; Public Works; Emergency Communications Department; Business & Economic Development; Hetch Hetchy Project; Light, Heat and Power; Board of Appeals; Port; Parking and Traffic; Public Utilities Commission (PUC); Telecommunications & Information Services; Water; Capital Projects; San Francisco Redevelopment Agency; companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

3. 000984 **[Transfer to General Fund - PUC/Hetch Hetchy Surplus]**

Resolution concurring with the Public Utilities Commission's fact finding that a fund surplus ($29,850,000) exists in the utilities which can be transferred to the General Fund. (Public Utilities Commission)

(Fiscal impact.)

5/24/00, RECEIVED AND ASSIGNED to Finance and Labor Committee

4. 001047 **[Redevelopment Agency Budget and Bonds, Fiscal Year 2000-2001]**

Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 2000-2001; and approving the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in fiscal year 2000-2001. (Redevelopment Agency)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Finance and Labor Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30-day Rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

FINANCE AND LABOR COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Saturday, June 24, 2000 **9:00 AM** **City Hall, Legislative Chamber, 2nd Floor**

Budget Hearings, Public Testimony

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

The meeting convened at 9:16 a.m.

DOCUMENTS DEPT.

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000979 **[Annual Budget, FY 2000-2001]**

Hearing to consider the Annual Budget for Fiscal Year 2000-2001 (Mayor)

(Companion Files 000980, 000981, 000982 000983, 000995)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee. Scheduled for public testimony on Saturday, June 24, 2000, at 9:00 a.m. (See Files 00982, 000983, and 000995 for departmental budget hearings and review.)

Heard in Committee. Speakers: Supervisor Yee, Sister Bernie Galvin, Director, Religious Witness with Homeless People; Rev. Norman Fong, Presbyterian Church, Stephen Matchett, Clerk, S.F. Friends Meeting, Rev. Adissa Arnond-Miller, Lutheran Community, Rev. Lou Hartman, Buddhist Priest, S.F. Zen Center, Farther Louie Vitale, St. Boniface Church, Sister Marian Donohue, Father Kirk Ullery, Our Lady of Lourdes, Rev. Arturo Capili, Grace United Methodist Church, Rev. Bob Foresberg, Noe Valley Ministry, Rev. Doug Donley, Dolores Street Baptist Church, Rev. Karen Ohveto, Bethany United Methodist Church, Pastor Phillis Zillhart, Lutherian Church, Joan Benoit, Native American HIDS Project, Ron, Darren English, Neil Gendel, Healthy Children Collaborate, Octavia Jolley, Claire Van Leren, Isabel Wade, Montford Cadwell, Jennifer Friedenbach, Coalition on Homelessness, Rosemary Dady, Attorney Legal Aid, Michael Wise, James LePoint, Darren Lewis, Bruce Windlem, Paul Bolden, Coalition on the Homelessness, Joyce Miller, Family Rights; Benny Jamer, People's Budget, Lisa Garcia, Poor Magazine, Joseph Bolten, Leroy Moore, Liana Fahaloni, Bray Moore, Scott Clark, Anthony Jamagon, Mark Idonek, Nora Roman, Arla Ertz, Religious Witness, Traci Debronravova, Self Help for the Elderly, Jane Kahan, Haight Ashbury Senior Centeral #9, Barbara Thomason, Westside Mental Health Center, Tom Nolan, Jammie Ross, Pat Smith OMI Senior Center; Kennith Harper, Native American HIDS Project, Danny, John Waddie, Gail Burns, Mary Ann Careycloud, Talkline Family Center, Juanita Bryant, OMI Senior Center, Rachael Waters, Phillis Bauman, Foster Grandparent and Senior Companion Family Services, Roland Demarais, OMI Senior Center, Duha Blandine, Talkline; Terry, Infusion One, Gavlan Logan, Executive Director, infusion One, Camilla Watson, Yusef Shaknur, Ann Anderson, League of Women Voters, Mara Rader, Adam Marks, Attorney, Ronald Rucker; Kathleen Gray; Judy Appel, Attorney, Elisa Della-Pena, Coalition on Homelessness, Maya Nordberg, Binta Leighton, Bayview Opera House, Bernie Rush, Ivory McFarrland, Iris Bibblountz, Nurse, Rusty Brown, Christine Ortiz, Margaret Baren, John Darmann, S.F. Firefighter, Ruth Miller, Health Care Action Team, Debbie Macklem, Monique Coller, Luis Calderon, Helen Meyer, Compus Community Services, Anna Maria Loya, Renee Saucedo, Director, Day Labor Program, Dennis Kruger, Firefighter, Clemencia Cardova; Martha Hernandez, Barbara Ruben, Ella Miyamoto, Coleman Advocates, Teresa Gallegos, Mary Harris, Parent Advocate for Youth, Claudia Medta, Talkline, Carlena Hanson, Marcella Leland, Marybeth Wallace; Joan Pierson, Parent Advocate, Lenore Hamilton, Jeanette Tabbara, Talkline, Andrea Kahn, David Maltz, Erica Duval, Teresa Kwan, Rosie Kennedy, Nancy Record, Jessica Lynn, Joe Lowery, Phillis M., Talkline; Magna, In-Home Health Care, Meg Madden, School Arts Program, Art Tapia, Coleman Advocates, Mable Hussan, Spiritmenders, Michael Lyon, Larry Bradshaw, Paramedic, Laura Beth, Paramedic, Susan Jeong, Sherry Rosenberg, PTA President; Roger Basley, School Arts Program, Tanya Mayo, Loco Bloco, Female, Loco Bloco, Marie Garcia, Erica Baldwin, Talkline, Judith Baker, Cassandra Jackson, Bayview Club House, Paula Cohen, Talkline, Tracy Falkner, Talkline, Carol Frank, Christopher Bowman, Citizens Advisory Committee on Elections, Susan H., Citizens Advisory Committee On Elections, Daria Bishop, Talkline; Dr. Talmadge King, San Francisco General Hospital, Katherine Gado, Central American Resource Center; Linda Brown, Talkline; Karen Patterson-Mathew, Bayview Foundation, Edna Hazard, Talkline, Martina Gills, Cal Works Program, Lateefah Simon, Center for Young Women, Matt Rayes, Coleman Advocates; Latara Reed, Talkline; Richmond Loewnsohn, John Waddie, Native American AIDS Program, Roger Kat, Coalition on Homelessness, Jan Oscherwitz, Local 790, Linda Zaretsky, Tenderloin Clinic, Roy Harrison, Bayview Club House Foundation, Steve Barcalonia, Treasure Island Job Center, Bill Hallabaugh, Commission on Aging; Philip Carlton, David Miguare, Mission SRO Collaborative. Continued to June 29, 2000.

CONTINUED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

ADJOURNMENT

The meeting adjourned at 2:14 p.m.

City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

City Hall
1 Dr Carlton B
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, June 27, 2000 | **1:00 PM** | **City Hall, Room 263**

Budget Review Hearings

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

The meeting convened at 1:20 p.m.

000982 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for General Administration and Finance, Public Protection.

(General Administration and Finance: Administrative Services, Assessor/Recorder; Board of Supervisors; City Attorney; Controller; City Planning; Civil Service Commission; Ethics Commission; Human Resources; Mayor; Elections; Retirement System; Treasurer/Tax Collector, General City Responsibility.)

(Public Protection: Adult Probation, Consumer Assurance, Regulatory Compliance and Agricultural Standards; Animal Care and Control; Medical Examiner; Trial Courts, District Attorney; Fire Department; Juvenile Probation; Public Defender; Police; Sheriff; Companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee. Scheduled for consideration on June 20, 2000.

6/20/00, CONTINUED. Heard in Committee. Speakers: Supervisor Yee, Harvey Rose, Budget Analyst, Steve Kawa, Mayor's Budget Office, Supervisor Ammiano, Ed Harrington, Controller, Ryan Brooks, Director, Administrative Services, Bill Lee, City Administrator, Debra Newman, Budget Analyst's Office, Supervisor Bierman, Doris Ward, Assessor/Recorder, Ken Bruce, Budget Analyst's Office, Goloria Young, Clerk of the Board, Louise Renne, City Attorney, Kim Manolius, Deputy City Attorney, Gerald Green, Director, City Planning, Kate Lavetti, Executive Director, Civil Service Commission, Ginny Vida, Executive Director, Ethics Commission, Andrea Gourdine, Director, Human Resources, John Holtzman, Deputy City Attorney, Patty Fado, Director of Elections, Claire Murphy, Executive Director, Retirement System, Susan Leal, Treasurer/Tax Collector, Armando Cervantes, Chief Probation Officer, Adult Probation, David Frieders, Director, Department of Consumer Assurance, Carl Friedman, Director, Animal Care and Control, Dr. Boyd Stephens, Medical Examiner Coroner, Gordon Park-Li, Assistant CLO, Superior Court, Alfred Chiantelli, Presiding Judge, Superior Court; Terence Hallinan, District Attorney, Fred Brousseau, Budget Analyst's Office; Robert Demmons, Chief, Fire Department, Jessie Williams, Chief Probation Officer, Juvenile Probation -YGC, Jeff Brown, Public Defender, Earl Sanders, Acting Chief of Police, Michael Hennessey, Sheriff. Supervisor Bierman absent for vote. Continued to June 27, 2000.

Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office, Supervisor Yee, Ryan Brooks, Director, Administrative Services; Supervisor Ammiano: Bill Lee, City Administrator, Steve Kawa, Mayor's Budget Office; Debra Newman, Budget Analyst's Office, Supervisor Bierman; Doris Ward, Assessor; Gloria Young, Clerk of the Board; Louise Renne, City Attorney, Ed Harrington, Controller; Gerald Green, Director of Planning; Kate Lavetti, Executive Director, Civil Service Commission, Ginny Vida, Executive Director, Ethics Commission; Andrea Gourdine, Director, Human Resources; Patty Fado, Director of Elections; Claire Murphy, Executive Director, Retirement System, Susan Leal, Treasurer, Armando Cervantes, Chief Probation Officer; David Frieders, Director, Department of Consumer Assurance; Carl Friedman, Director, Animal Care and Control; Dr. Boyd Stephens, Medical Examiner Coroner, Gordon Park-Li, Assistant CEO, Superior Court; Alfred Chiantelli, Presiding Judge, Superior Court, Teresa Sarata, District Attorney's Office; Steve Kaus, Attorney; Robert Demmons, Chief, Fire Department, Chief DeBacco, Fire Department; Jessie Williams, Chief Probation Officer, Juvenile Probation, Fred Brousseau, Budget Analyst's Office, Jeff Brown, Public Defender; Assistant Chief Sanders, Police Department, Captain Goldberg, Police Fiscal Division, Michael Hennessey, Sheriff.

MEETING RECESSED.

Hearing to consider the Annual Budget for Public Protection.

(Public Protection: Juvenile Probation.)

The budget for JUVENILE PROBATION was recessed to meeting of June 29, 2000.

CONTINUED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

MEETING RECESSED

The meeting recessed at 5:40 p.m. to reconvene on June 29, 2000 at 1:05 p.m.

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City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Wednesday, June 28, 2000 | **1:00 PM** | **City Hall, Room 263**

Budget Review Hearings

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

The meeting convened at 1:05 p.m.

000983 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for Human Welfare and Neighborhood Development; Community Health.

(Human Welfare and Neighborhood Development: Adult and Aging Services; Children and Families Commission; Children, Youth & Families; Department of Child Support Services; Human Services; Environment; Human Rights Commission; Rent Arbitration Board, Commission on the Status of Women.)

(Community Health: Community Health Network; Public Health; companion to File 000979.)

6/1/00, RECEIVED AND ASSIGNED. Scheduled for consideration on June 21, 2000.

6/21/00, CONTINUED. Heard in Committee. Speakers: Harvey Rose, Budget Analyst, Darrick Lam, Commission on Aging, Ricardo Hernandez, Public Administrator Guardian, John Clark, Deputy Director, Public Administrator Guardian, Mental Health Conservator, Steve Kawa, Mayor's Budget Office, Supervisor Yee, Debra Alvarez, Director, Department of Children, Youth and Families, Supervisor Ammiano, Supervisor Bierman, Will Lightbourne, Executive Director, Department of Human Services, Milton Hyams, Department of Child Support Services, Francessca Victor, Director, Department of Environment, Virginia Harmon, Interim Director, Human Rights Commission (HRC), Larry Brinkin, Manager, Equal Benefits Ordinance, HRC, Joe Grubb, Director, Rent Stabilization Board, Sonia Melara, Executive Director, Commission on the Status of Women, Dr. Mitchell Katz, Director, Department of Public Health, Ken Bruce, Budget Analyst's Office, Monique Zmuda, Department of Public Health. Continued to June 28, 2000.

Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office; Darrick Lam, Acting Director, Commission on Aging, Ricardo Hernandez, Public Administrator Guardian, John Clark, Deputy Director, Mental Health Conservator; Ed Harrington, Controller, Nani Coloretti, Director of Budget, Department of Children, Youth and Families, James Loyce, Deputy Director of Health, Debra Alvarez, Director, Department of Children Youth and Families; Will Lightbourne, Executive Director, Department of Human Services; Supervisor Ammiano; Francessca Victor, Director, Department of Environment, Larry Brinkin, Manager, Equal Benefits Ordinance, Department of Human Resources, Joe Grubb, Director, Rent Stabilization Board, Sonia Melara, Executive Director, Commission on the Status of Women, Supervisor Yee, Dr. Mitchell Katz, Director of Health, Supervisor Bierman; Bill Klinke, Local #3, Rich Marquez, Anna Cooper; Steve Fields, Progress Foundation, Charles Bibbs, Avonelle Hanley-Mills, St. Vincent De Paul The Riley Center, Quanalita Bell; Rodney Davis; Mr. Gaston, Erik, Ms. Brodie. Combined with File 000979.

COMBINED.

ADJOURNMENT

The meeting adjourned at 2:50 p.m.

City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

City Hall
1 Dr. Carlton B.
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Thursday, June 29, 2000 **1:05 PM** **City Hall, Room 263**

RECESSED BUDGET REVIEW HEARING

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

Meeting convened at 1:45 p.m.

000982 **[Budget Hearing and Review, FY 2000-2001]**
Hearing to consider the Annual Budget for Public Protection.

(Public Protection: Juvenile Probation.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee. Scheduled for consideration on June 20, 2000.

6/20/00, CONTINUED. Heard in Committee. Speakers: Supervisor Yee; Harvey Rose, Budget Analyst, Steve Kawa, Mayor's Budget Office, Supervisor Ammiano; Ed Harrington, Controller, Ryan Brooks, Director, Administrative Services; Bill Lee, City Administrator; Debra Newman, Budget Analyst's Office; Supervisor Bierman; Doris Ward, Assessor/Recorder; Ken Bruce, Budget Analyst's Office; Goloria Young, Clerk of the Board; Louise Renne, City Attorney; Kim Manolius, Deputy City Attorney; Gerald Green, Director, City Planning; Kate Lavetti, Executive Director, Civil Service Commission; Ginny Vida, Executive Director, Ethics Commission; Andrea Gourdine, Director, Human Resources; John Holtzman, Deputy City Attorney; Patty Fado, Director of Elections; Claire Murphy, Executive Director, Retirement System; Susan Leal, Treasurer/Tax Collector; Armando Cervantes, Chief Probation Officer, Adult Probation; David Frieders, Director, Department of Consumer Assurance; Carl Friedman, Director, Animal Care and Control; Dr. Boyd Stephens, Medical Examiner/Coroner; Gordon Park-Li, Assistant CEO, Superior Court, Alfred Chiantelli, Presiding Judge, Superior Court; Terence Hallinan, District Attorney; Fred Brousseau, Budget Analyst's Office; Robert Demmons, Chief, Fire Department; Jessie Williams, Chief Probation Officer, Juvenile Probation -YGC; Jeff Brown, Public Defender; Earl Sanders, Acting Chief of Police; Michael Hennessey, Sheriff. Supervisor Bierman absent for vote. Continued to June 27, 2000.

6/27/00, MEETING RECESSED. Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office; Supervisor Yee; Ryan Brooks, Director, Administrative Services; Supervisor Ammiano; Bill Lee, City Administrator; Steve Kawa, Mayor's Budget Office; Debra Newman, Budget Analyst's Office; Supervisor Bierman, Doris Ward, Assessor; Gloria Young, Clerk of the Board; Louise Renne, City Attorney; Ed Harrington, Controller; Gerald Green, Director of Planning; Kate Lavetti, Executive Director, Civil Service Commission; Ginny Vida, Executive Director, Ethics Commission; Andrea Gourdine, Director, Human Resources; Patty Fado, Director of Elections; Claire Murphy, Executive Director, Retirement System; Susan Leal, Treasurer, Armando Cervantes, Chief Probation Officer; David Frieders, Director, Department of Consumer Assurance; Carl Friedman, Director, Animal Care and Control; Dr. Boyd Stephens, Medical Examiner/Coroner; Gordon Park-Li, Assistant CEO, Superior Court, Alfred Chiantelli, Presiding Judge, Superior Court, Teresa Sarata, District Attorney's Office; Steve Kaus, Attorney; Robert Demmons, Chief, Fire Department; Chief DeBacco, Fire Department; Jessie Williams, Chief Probation Officer, Juvenile Probation; Fred Brousseau, Budget Analyst's Office; Jeff Brown, Public Defender, Assistant Chief Sanders, Police Department; Captain Goldberg, Police Fiscal Division; Michael Hennessey, Sheriff.

6/27/00, CONTINUED. The budget for JUVENILE PROBATION was recessed to meeting of June 29, 2000.

Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office; Jessie Williams, Chief Probation Officer, Juvenile Probation. Combined with File 000979.

COMBINED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

ADJOURNMENT

Meeting adjourned at 1:50 p.m.

City and County of San Francisco
Meeting Minutes
Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

City Hall
1 Dr. Carlton B
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Thursday, June 29, 2000 | **1:00 PM** | **City Hall, Room 263**

Budget Review Hearings

Members Present: Leland Y. Yee, Sue Bierman, Tom Ammiano.

Meeting Convened

The meeting convened at 1:24 p.m.

000995 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for Culture and Recreation; Public Works, Transportation and Commerce.

Culture and Recreation: Asian Art Museum; Art Commission; Convention Facilities Management; Fine Arts Museum; Public Library; Law Library; Recreation and Park; Academy of Sciences; County Education Office; War Memorial.)

(Public Works, Transportation and Commerce: Airport; Clean Water; Building Inspection; Public Transportation-Municipal Railway; Public Works; Emergency Communications Department; Business & Economic Development; Hetch Hetchy Project; Light, Heat and Power; Board of Appeals; Port; Parking and Traffic; Public Utilities Commission (PUC); Telecommunications & Information Services; Water; Capital Projects; San Francisco Redevelopment Agency; companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

6/22/00, CONTINUED. Heard in Committee. Speakers: Harvey Rose, Budget Analyst; Ikuko Satoda, Chief Financial Officer, Asian Art Museum; Rich Newirth, Director, Art Commission; Ryan Brooks, Director, Administrative Services; Supervisor Yee; Beverly Owens-Prindle, Budget Analyst's Office; Jack Moerschbaccher, Director, Convention and Facilities Management; Harry Parker; Director, Fine Arts Museum; Susan Hildreth, Acting City Librarian; Debra Newman, Budget Analyst's Office; Marsha Bell, Law Library; Elizabeth Goldstein, General Manager Recreation and Park; Harlan Kelly, Acting Director, Department of Public Works; Robert Jenkins, Director, Steinhart Aquarium; Ed Harrington, Controller; Enrique Navas, Chief Financial Officer, SFUSD; Sally, Arts Program, SFUSD; Supervisor Ammiano; Beth Murray, Director, War Memorial; John Martin, Director of Airports; Larry Klein, Acting General Manager, Public Utilities Commission; Frank Chiu, Director, Department of Building Inspection; Michael Burns, General Manager, Municipal Railway; Bob Kuo, Director of Finance, Municipal Railway; Tina Olsen, Department of Public Works; Ken Bruce, Budget Analyst's Office; Supervisor Bierman; Thelma Bradshaw, Director, Emergency Communications Services; Emilio Cruz, Director, Economic Development; Robert Feldman, Executive Director, Board of Appeals; Doug Wong, Director, Port of S. F.; Ben Kutnick, Director of Finance, Port of S. F.; Fred Hammond, Department of Parking and Traffic; Liza Lowery, Director, Telecommunications & Information Services; Jim Morales, Director, Redevelopment Agency. Continued to June 29, 2000.

Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office; Emily Sano, Director, Asian Art Museum; Rich Newirth, Art Commission; Ryan Brooks, Director, Administrative Services; Supervisor Ammiano; Harry Parker, Director, Fine Arts Museum; Susan Hildreth, Acting City Librarian; Marcia Bell, Law Library; Elizabeth Goldstein, General Manager, Recreation and Park; Supervisor Yee; Steve Kawa, Mayor's Budget Office; Debra Alverez, Director, Children, Youth and Families; Enrique Navas, SFUSD; Supervisor Bierman; Beth Murray, Director, War Memorial; Marcus Perro, Airport; Larry Klein, Acting General Manager, Public Utilities Commission; Frank Chiu, Director, Department of Building Inspection; Tina Olson, Department of Public Works; Thera Bradshaw, Director, Emergency Communication Services; Emilio Cruz, Director, Economic Development; Bob Cudo, Director of Finance, Municipal Railway; Fred Hammond, Department of Parking and Traffic; Liza Lowery, Director; Telecommunications & Information Services; Jim Morales, Director, Redevelopment Agency; Margaret Brodkin, Coleman Advacates; Jill Treger, Intergroup Clearinghouse; Lily Wond; Jose Pavin; Carol Kocervar; Susan Stauter, SFUSD; Sally Ann Ryan, SFUSD; Katie Brackenridge, Jamestown Community Center; Norma Roman, Coalition to Save Public Health; Bob O'Brien, Animals Riglus; Emeric Kalman; Philip Carleton, Watchbison Committee; Regina Gebrielle, West Bay Breast Cancer Partnership; Daja Bolder; September Jararde; Jennifer Friedenbach, Coalition on Homelessness; Maiea Mouton-Fuentes, Youth Making A Change (IMAC); Yovanny Chamberlin (IMAC); Teri Howard (IMAC); Rena Nande, Starting Point; Riva Enteen; Fernando Gomez-Benitez, Mission Collaborative; Wai Ching Kwan, Chinatown Community Development Center; Rosa Simpson; Joan Girardot, Better S.F. Neighborhoods; Dana Van Gorder, Director, AIDS Project. Combined with File 000979.

COMBINED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

000979 **[Annual Budget, FY 2000-2001]**

Hearing to consider the Annual Budget for Fiscal Year 2000-2001 (Mayor)

(Companion Files 000980, 000981, 000982 000983, 000995.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee Scheduled for public testimony on Saturday, June 24, 2000, at 9:00 a.m. (See Files 00982, 000983, and 000995 for departmental budget hearings and review.)

6/24/00, CONTINUED Heard in Committee Speakers: Supervisor Yee, Sister Bernie Galvin, Director, Religious Witness with Homeless People, Rev. Norman Fong, Presbyterian Church, Stephen Matchett, Clerk, S.F. Friends Meeting, Rev. Adissa Amond-Miller, Lutheran Community, Rev. Lou Hartman, Buddhist Priest, S.F. Zen Center, Father Louie Vitale, St. Boniface Church, Sister Marian Donohue; Father Kirk Ullery, Our Lady of Lourdes, Rev. Arturo Capuli, Grace United Methodist Church, Rev. Bob Foresberg, Noe Valley Ministry, Rev. Doug Donley, Dolores Street Baptist Church, Rev. Karen Oliveto, Bethany United Methodist Church, Pastor Phillis Zillhart, Lutherian Church; Joan Benoit, Native American AIDS Project, Ron, Darren English, Neil Gendel, Healthy Children Collaborate, Octavia Jolley, Claire Van Leren, Isabel Wade, Montford Cadwell, Jennifer Friedenbach, Coalition on Homelessness, Rosemary Dady, Attorney, Legal Aid, Michael Wise, James LePoint, Darren Lewis, Bruce Windlem, Paul Bolden, Coalition on the Homelessness, Joyce Miller, Family Rights, Benny Jainer, People's Budget, Lisa Garcia, Poor Magazine, Joseph Bolten, Leroy Moore, Liana Pahaloni, Bray Moore, Scott Clark, Anthony Jamagon, Mark Adonek, Nora Roman, Arla Fritz, Religious Witness, Traci Debronravova, Self Help for the Elderly, Jane Kahan, Haight Ashbury Senior Centeral #9, Barbara Thomason, Westside Mental Health Center; Tom Nolan, Jammie Ross, Pat Smith OMI Senior Center, Kennith Harper, Native American AIDS Project, Danny, John Waddie, Gail Burns, Mary Ann Careycloud, Talkline Family Center Juanita Bryant, OMI Senior Center, Rachael Waters, Phillis Bauman, Foster Grandparent and Senior Companion Family Services, Roland Demarais, OMI Senior Center, Duha Blandine, Talkline, Terry, Infusion One; Gaylan Logan, Executive Director, infusion One, Camilla Watson, Yusef Shakuur, Ann Anderson, League of Women Voters, Mara Raider; Adam Marks, Attorney, Ronald Rucker, Kathleen Gray, Judy Appel, Attorney, Elisa Della-Pena, Coalition on Homelessness, Maya Nordberg, Binta Leighton, Bayview Opera House, Bernie Rush, Ivory McFarrland, Iris Bibliountz, Nurse, Rusty Brown, Christine Ortiz, Margaret Baren, John Darmanin, S.F. Firefighter, Ruth Miller, Health Care Action Team, Debbie Macklein, Monique Coller, Luis Calderon; Helen Meyer, Compus Community Services, Anna Maria Lova, Renee Saucedo, Director, Day Labor Program, Dennis Kruger, Firefighter; Clemencia Cardova; Martha Hemandez, Barbara Ruben, Ella Miyamoto, Coleman Advocates, Teresa Gallegos, Mary Harris, Parent Advacate for Youth, Claudia Media, Talkline, Carlena Hanson, Marcella Leland, Marybeth Wallace, Joan Pierson, Parent Advocate; Lenore Hamilton, Jeanette Tabbara, Talkline, Andrea Kahn, David Maltz, Erica Duval, Teresa Kwan, Rosie Kennedy, Nancy Record, Jessica Lynn, Joe Lowery, Phillis M., Talkline, Magna, In-Home Health Care, Meg Madden, School Arts Program, Art Tapia, Coleman Advocates, Mable Hussan, Spiritmenders, Michael Lyon, Larry Bradshaw, Paramedic, Laura Beth, Paramedic, Susan Jeong, Sherry Rosenberg, PTA President, Roger Basley, School Arts Program, Tanya Mayo, Loco Bloco, Female, Loco Bloco, Marie Garcia, Erica Baldwin, Talkline, Judith Baker, Cassandra Jackson, Bayview Club House, Paula Cohen, Talkline, Tracy Falkner, Talkline, Carol Frank; Christopher Bowman, Citizens Advisory Committee on Elections, Susan H., Citizens Advisory Committee On Elections, Daria Bishop, Talkline, Dr. Talmadge King, San Francisco General Hospital, Katherine Gado, Central American Resource Center, Linda Brown, Talkline; Karen Patterson-Mathew, Bayview Foundation, Edna Hazard, Talkline, Martina Gills, Cal Works Program, Lateefah Simon, Center for Young Women, Matt Rayes, Coleman Advocates, Latara Reed, Talkline, Richmond Loewinsohn, John Waddie, Native American AIDS Program, Roger Kat, Coalition on Homelessness, Jan Oscherwitz, Local 790, Linda Zaretsky, Tenderloin Clinic, Roy Harrison, Bayview Club House Foundation, Steve Barcalonia, Treasure Island Job Center, Bill Hallabaugh, Commission on Aging, Philip Carlton; David Miguire, Mission SRO Collaborative Continued to June 29, 2000

Heard in Committee Speakers Supervisor Yee Recommendations of the Finance and Labor Committee concerning Files 000982, 000983, and 000995 combined herein, see original files for details of recommendations for each day The final Budget Analyst Report showing recommendations of the Finance and Labor Committee are in this file, also see Committee's Budget Modifications (addbacks and reserves); to Board July 10, 2000

PREPARED IN COMMITTEE AS A MOTION.

Motion approving Annual Budget for City and County of San Francisco for Fiscal Year 2000-2001. (Mayor)

(Companion measure to Files 000980, 000981, 000982 000983, 000995.)

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

000980 **[Government Funding for Fiscal Year 2000-2001]**

Annual Appropriation Ordinance appropriating all estimated receipts and all estimated expenditures for the City and County of San Francisco for fiscal year ending June 30, 2001.

(Companion to Files 000979 and 000981.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

Heard in Committee: Speakers: Ken Bruce, Budget Analyst's Office; Supervisor Yee. Amended to reflect the Finance and Labor Committee's recommendations (see file for details); to Board meeting of July 10, 2000. **AMENDED.**

RECOMMENDED AS AMENDED.. by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

000981 **[Public Employment for Fiscal Year 2000-2001]**

Annual Salary Ordinance enumerating positions in the Annual Budget and Appropriation Ordinance for the Fiscal Year ending June 30, 2001, continuing, creating or establishing these positions; enumerating and including therein all positions created by Charter or State law for which compensations are paid from City and County funds and appropriated in the Annual Appropriation Ordinance; authorizing appointments or continuation of appointments thereto; specifying and fixing the compensations and work schedules thereof; and authorizing appointments to temporary positions and fixing compensations therefor. (Human Resources Department)

(Companion to Files 000979 and 000980.)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

Heard in Committee: Speakers: Ken Bruce, Budget Analyst's Office; Supervisor Yee. Amended to reflect the Finance and Labor Committee's recommendations (see file for details); to Board meeting of July 10, 2000. **AMENDED.**

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

001147 **[Branch Library Bond Special Election]**

Supervisors Brown, Yaki, Newsom, Bierman, Leno, Katz, Becerril

Ordinance calling and providing for a Special Election to be held in the City and County of San Francisco on Tuesday, November 7, 2000, for the purpose of submitting to the voters of the City and County of San Francisco a proposition to incur the following bonded debt of the City and County: One Hundred Five Million Eight Hundred Sixty-Five Thousand Dollars ($105,865,000) for the acquisition, rehabilitation, renovation, improvement, construction and reconstruction of certain improvements to branch libraries and other library facilities, other than the Main Library; finding that the estimated costs of such proposed project is and will be too great to be paid out of the ordinary annual income and revenue of the City and County and will require expenditures greater than the amount allowed therefor by the annual tax levy; reciting the estimated cost of such proposed project; waiving certain requirements of Sections 2.31 and 2.34 of the San Francisco Administrative Code relating to the timing for the introduction and adoption of public interest and necessity resolutions; fixing the date of election and the manner of holding such election and the procedure for voting for or against the proposition, fixing the maximum rate of interest on such Bonds and providing for the levy and collection of taxes to pay both principal and interest thereof, prescribing notice to be given of such election; consolidating the Special Election with the Presidential General Election, establishing the election precincts, voting places and officers for the election; and waiving the word limitation on ballot propositions imposed by San Francisco Municipal Elections Code Section 510

(Fiscal impact.)

6/19/00, RECEIVED AND ASSIGNED to Finance and Labor Committee 6/28/00, Supervisor Becerril made request to be cosponsor

Heard in Committee. Speakers: Debra Newman, Budget Analyst's Office, Supervisor Yee, Susan Hildreth, Acting City Librarian, Jim Sutton, Supervisor Ammiano, John Ehrlich, Daja Bolen, Emerk Kalman, Steve Kawa, Mayor's Budget Office.

AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE.

Ordinance calling and providing for a Special Election to be held in the City and County of San Francisco on Tuesday, November 7, 2000, for the purpose of submitting to the voters of the City and County of San Francisco a proposition to incur the following bonded debt of the City and County: One Hundred Five Million Eight Hundred Sixty-Five Thousand Dollars ($105,865,000) for the acquisition, renovation, construction of certain improvements to branch libraries and other library facilities, other than the Main Library; finding that the estimated costs of such proposed project is and will be too great to be paid out of the ordinary annual income and revenue of the City and County and will require expenditures greater than the amount allowed therefor by the annual tax levy; reciting the estimated cost of such proposed project; waiving certain requirements of Sections 2.31 and 2.34 of the San Francisco Administrative Code relating to the timing for the introduction and adoption of public interest and necessity resolutions; fixing the date of election and the manner of holding such election and the procedure for voting for or against the proposition; fixing the maximum rate of interest on such Bonds and providing for the levy and collection of taxes to pay both principal and interest thereof; prescribing notice to be given of such election; consolidating the Special Election with the Presidential General Election; establishing the election precincts, voting places and officers for the election; and waiving the word limitation on ballot propositions imposed by San Francisco Municipal Elections Code Section 510.

(Fiscal impact.)

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

001047 **[Redevelopment Agency Budget and Bonds, Fiscal Year 2000-2001]**

Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 2000-2001; and approving the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in fiscal year 2000-2001. (Redevelopment Agency)

(Fiscal impact.)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

6/22/00, CONTINUED. Continued to June 29, 2000.

Heard in Committee. Speakers: Ken Bruce, Budget Analyst's Office; Jim Morales, Director, Redevelopment Agency. Amended to reflect the recommendations of the Budget Analyst for the Department's FY 2000/2001 budget (see file for details); new title.

AMENDED.

Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 2000-2001, as amended; and approving the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in fiscal year 2000-2001. (Redevelopment Agency)

(Fiscal impact.)

RECOMMENDED AS AMENDED by the following vote:

Ayes: 3 - Yee, Bierman, Ammiano

ADJOURNMENT

The meeting adjourned at 6:27 p.m.

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 23, 2000

TO: Finance and Labor Committee

FROM: Budget Analyst

SUBJECT: Recommendations of the Budget Analyst for Amendment of the Mayor's Fiscal Year 2000-2001 Budget.

The Budget Analyst is providing the attached budget recommendations for departments listed below which are the subject of the Finance and Labor Committee budget review.

Finance and Labor Committee Budget Review - June 27, 2000, 1:00 p.m.

Page

General Administration and Finance

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ASR Assessor/Recorder 10
BOS Board of Supervisors 16
CAT City Attorney 21
CON Controller 28
CPC City Planning 32
CSC Civil Service Commission 40
ETH Ethics Commission 43
HRD Human Resources 47

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General Administration and Finance

MYR Mayor 54
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RET Retirement System 63
TTX Treasurer/Tax Collector 68
GEN General City Responsibility 75

Public Protection

ADP Adult Probation 78
AGW Administrative Services - Consumer Assurance 82
ANC Administrative Services - Animal Care and Control 85
CME Administrative Services - Medical Examiner 87
CRT Trial Courts 92
DAT District Attorney 101
FIR Fire Department 106
JUV Juvenile Probation 120
PDR Public Defender 126
POL Police 131
SHF Sheriff 137

Harvey M. Rose

cc: Supervisor Yee
Supervisor Bierman
President Ammiano
Clerk of the Board
Controller
Steve Kawa

DEPARTMENT: ADM ADMINISTRATIVE SERVICES

FINANCIAL DATA:

The Department of Administrative Services proposed $49,871,741 budget for FY 2000-01 is $4,995,317 or 11.13 percent more than the original FY 1999-2000 budget of $44,876,424. The net increase from the revised FY 1999-2000 budget is $465,419 or 0.94 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
1660 Mission Street Building	$ 1,946,813	$ 1,946,813	$ 1,957,413	$ 10,600
25 Van Ness Building	2,343,426	2,343,426	2,404,190	60,764
555 Seventh Street Building	-	463,100	834,774	834,774
Bay Area Electric Vehicle Program	-	250,000	-	(250,000)
Central Shops	15,024,813	15,101,813	16,131,727	1,106,914
City Administration Support	477,953	477,953	345,021	(132,932)
Commute Assistance	258,959	318,959	-	(258,959)
County Clerk Services	557,025	557,025	612,117	55,092
Disability Access	24,029	121,674	24,029	-
Management & Administration(FAC)	1,868,171	2,072,518	2,245,468	377,297
Procurement Services	3,055,304	3,100,304	3,276,781	221,477
Real Estate Work Order	2,379,554	5,630,030	4,562,967	2,183,413
Real Estate General Fund	354,479	354,479	355,053	574
Reproduction Services	5,304,865	5,444,840	5,471,318	166,453
Risk Management/General	5,457,698	5,457,698	5,185,700	(271,998)
Solid Waste Management	3,991,975	4,031,975	4,115,183	123,208
Total Operating Expenditures	$ 43,045,064	$ 47,672,607	$ 47,521,741	$ 4,226,677
Capital Improvements & Fac. Maint.	1,831,360	1,733,715	2,350,000	518,640
Total Expenditures	44,876,424	49,406,322	49,871,741	4,995,317
Less Work Order Recoveries	(28,869,028)	(32,445,825)	(31,893,682)	(3,024,654)
Net Expenditures	$ 16,007,396	$ 16,960,497	$ 17,978,059	$ 1,970,663

Department: ADM ADMINISTRATIVE SERVICES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 259.81 FTEs, which is 3.39 FTEs more than the 256.42 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Central Shops	110.94	110.94	110.89	(0.05)
City Administration Support	2.90	2.90	3.75	0.85
Commute Assistance	0.49	0.49	-	(0.49)
County Clerk Services	7.80	7.80	7.80	-
Management/Administration	22.53	23.09	22.70	0.17
Procurement Services	40.79	40.79	40.46	(0.33)
Real Estate Workorders	25.64	25.64	25.39	(0.25)
Reproduction Services	21.97	21.97	24.44	2.47
Risk Management/General	2.21	2.21	3.21	1.00
Solid Waste Management	21.15	21.15	21.17	0.02
Total	256.42	256.98	259.81	3.39

DEPARTMENT REVENUES

Department revenues have increased by $1,216,846 or 14.35 percent and General Fund support has increased by $753,817 or 12.3 percent.

DESCRIPTION

The increase in revenues of $1,216,846 in the Administrative Services budget is partly a result of the acquisition of the 555 Seventh Street Building and the increased rental income for the Real Estate Department, and partly due to increased payments from other City Department's for Administrative Services work-order activities. The overall increase in the budget is due in large part to these increases in work orders for various Department programs, such as a $2,183,413 increase in the Real Estate Work

Department: ADM ADMINISTRATIVE SERVICES (continued)

Order program and a $1,106,914 increase for Central Shops. The Disability Access program includes $1,800,000 for administrative staffing, consultant studies and capital projects, which is $493,640 more than FY 1999-00 revised budget and which is largely responsible for the increase of $518,640 to Capital Improvements & Facilities Maintenance. Major changes in the Department's budget include the (1) addition of a new $90,832 Sunshine Ordinance Support Project, (2) creation of a new City Vehicle Pool with the purchase of ten regular vehicles ($230,000) and the lease of five electric vehicles ($100,000), and (3) transfer of the $258,959 Commute Assistance budget to the Department of the Environment.

COMMENT

The Mayor's budget provides an increase of $4,995,317. Our recommended reductions, which total $293,093, would still allow an increase of $4,702,224 or 10.48 percent in the Department's budget.

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
AME		County Clerk Services						
2526	035	Other Current Expenses				$22,640	$15,000	$7,640
		Reduce to reflect actual expenditure rate.						
		Subtotal Recommended Reductions - County Clerk Services						$7,640
BAI		Solid Waste Management						
2528	001	Permanent Salaries - Misc.				1,406,292	1,386,060	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2556		Senior Clerk Typist	1426	(1.00)	0.00	(41,656)	0	(41,656)
		Special Assistant VIII	1366	1.00	0.00	52,048	0	52,048
2556		Special Assistant IX	1368	(1.00)	0.00	(60,254)	0	(60,254)
		Special Assistant XI	1370	1.00	0.00	70,094	0	70,094
		Disapprove two of the five proposed upward substitutions. These two substitutions have not received authorization from the Department of Human Resources.						
2528	013	Mandatory Fringe Benefits				333,220	327,960	5,260
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Subtotal Recommended Reductions - Solid Waste Management						$25,492

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FAV		Disability Access						
2535	067	Blds, Structures & Improvements				$1,800,000	$1,800,000	*
		*Reserve a total of $350,000 for the Disability Access Program, including $250,000 for planned consulting projects for which detailed cost information is not currently available. The Disability Access Program has provided a budget outlining the planned expenditure of $1,450,000 of the $1,800,000 budgeted. When the Disability Access Program selects the consultants and/or contractors for the specific projects and can provide the financial details for the remaining consulting and other projects to be completed in FY 2000-01, the Department should then request the release of these remaining funds.						
		Subtotal Recommended Reserves - Disability Access						$350,000
FAW		City Administrator Support						
2537	001	Permanent Salaries - Misc				36,162	0	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2562		Special Assistant VI	1365	0.75	0.00	$36,162	$0	$36,162
		Delete the requested new Special Assistant VI position related primarily to the Sunshine Ordinance because the anticipated workload does not justify the need for an additional full-time permanent position. The Budget Analyst notes that the Board of Supervisors has requested two new positions, the Planning Department has requested one new position, and the Department of Human Rights has requested the substitution of one new position in FY 2000-01, all related to the Sunshine Ordinance. Furthermore, the Department of Administrative Services has requested this position to provide additional support for the Immigrant Rights Commission, which does not warrant additional staff at this time, since this Commission received a new full-time permanent Special Assistant XIII in the current fiscal year The proposed budget would still include $30,000 for DTIS to develop and maintain the required Web site for Administrative Services' compliance with the Sunshine Ordinance.						
2537	013	Mandatory Fringe Benefits				9,670	0	9,670
		Corresponds to the reduction in Permanent Salaries - Misc.						
2537	035	Other Current Expenses				15,000	0	15,000
		Reduce Other Current Expenses to reflect elimination of the Special Assistant VI (see above).						
		Subtotal Recommended Reductions - City Administrator Support						$60,832

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FCB		Reproduction Services						
539	040	Materials & Supplies				$769,206	$689,206	$80,000

Reduce Materials & Supplies by $80,000 to reflect the savings that will be achieved by leasing a $160,000 Color Printer and therefore avoiding the higher cost of contracting out for such color printing services for City departments. Currently, Reproduction Services contracts out over $400,000 of City color printing needs. An additional estimated $500,000 in color printing is contracted out directly by City departments. Reproduction Services will now be able to use their existing staff to operate the leased printer and handle these color printing needs in-house, with some additional costs provided for additional supplies and maintenance needs with projected savings of 20%. As a result, Reproduction Services should be able to pass along such savings ($400,000 x 20% = $80,000) to City Departments. Reproduction Services and Procurement will be working to bring the additional $500,000 in color printing currently contracted out by City Departments in-house, leading to further potential savings. This reduction in Materials & Supplies reflects the lower printing costs while allowing the Department to purchase the new $160,000 Color Printer.

Subtotal Recommended Reductions - Reproduction Services	$80,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FCC		Procurement Services						
2541	001	Permanent Salaries - Misc.				$2,337,495	$2,270,726	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2564		Project Director	1070	0.75	0.00	66,769	0	66,769
		Delete requested new position as no justification has been provided by Department.						
2541	013	Mandatory Fringe Benefits				576,449	559,089	17,360
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Subtotal Recommended Reductions - Procurement Services						$84,129
FDA		Central Shops						
2543	061	Equipment Lease Purchase - Initial				100,000	95,000	5,000
		Reduce to reflect actual cost for five electric vehicles, based on Purchaser's data ($19,000 x 5 vehicles).						

Department: ADM - Administrative Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2544	060	Equipment Purchase				$202,100	$172,100	$30,000
		Reduce equipment purchase for non-specified items. The resulting $172,100 Equipment Purchase budget would still be $10,100 more than the amount budgeted in the current fiscal year.						
		Subtotal Recommended Reductions - Central Shops						**$35,000**
		Total Recommended Reductions						**$293,093**
		Total Recommended Reserves						**$350,000**

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: ASR ASSESSOR/RECORDER

FINANCIAL DATA:

The Department of Assessor Recorder proposed $11,782,676 budget for FY 2000-01 is $472,058 or 4.17 percent more than the original FY 1999-2000 budget of $11,310,618. The net increase from the revised FY 1999-2000 budget is $472,058 or 4.17 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Personal Property	$ 2,203,485	$ 2,203,485	$ 2,231,212	$ 27,727
Real Property	3,064,144	3,064,144	3,058,405	(5,739)
Recorder	2,007,932	2,007,932	1,931,763	(76,169)
Tax Assessment	3,443,799	3,443,799	3,212,193	(231,606)
Technical Services	591,258	591,258	1,349,103	757,845
Total Expenditures	$ 11,310,618	$ 11,310,618	$ 11,782,676	$ 472,058

Department: ASR ASSESSOR/RECORDER (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 133.17 FTEs, which are 1.95 FTEs less than the 135.12 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
~~Full Time Equivalents~~	Original	Revised	2000-2001	Original Budget
Personal Property	29.22	29.22	28.52	(0.70)
Real Property	42.31	42.31	40.53	(1.78)
Recorder	23.75	23.75	23.74	(0.01)
Tax Assessment	29.73	29.73	22.24	(7.49)
Technical Services	10.11	10.11	18.14	8.03
Total	135.12	135.12	133.17	(1.95)

DEPARTMENT REVENUES

Department revenues have decreased by $5,000 from $3,285,307 to $3,280,307 or 0.15 percent and General Fund support has increased by $477,058 or 5.9 percent.

DESCRIPTION

The increase in Assessor/Recorder operating expenditures from the FY 1999-00 original budget is $472,058. Major expenditure changes in the proposed budget are summarized below:

- An increase in Salaries and Fringe Benefits of $185,376 due to mandated MOU increases, which are already identified in the FY 2000-01 recommended budget.

Department: ASR ASSESSOR/RECORDER (continued)

- A decrease of 1.95 FTE positions which are the result of a decrease of 1.0 FTE related to substitutions and reassignments that have been approved by the Department of Human Resources, a decrease of 1.36 FTEs resulting from increases in Attrition Savings and an off-setting increase of 0.41 FTEs in Temporary Salaries. The net increase in expenditures is $5,753.

- An increase of $32,098 from $67,902 to $100,000 in Workers Compensation as requested by the Mayor and the Department of Human Resources and an increase of $276,958 from $8,909 to $285,867 for computer services as requested by the Department of Telecommunication & Information Services (DTIS). These increases have been offset by net reductions in Services by Others and Materials and Supplies totaling $28,127.

- The $32,098 increase to Workers Compensation is due to an increasing workload of cases that have occurred during the current fiscal year.

- The $276,958 increase to the Department of Telecommunications & Information Services (DTIS) is due to: (1) a reallocation ($229,474 addition to the Assessor/Recorder) of expenditures among General Fund departments resulting in increases for some departments and decreases to other departments for a net reduction to the General Fund; and (2) a one-time expenditure ($47,484) recommended by the Mayor including a number of improvements and upgrades to equipment, infrastructure and internal support that will benefit both DTIS and client departments.

COMMENT

The Mayor's budget provides an increase of $472,058 or 4.17 percent. Our recommended reductions, which total $73,812, would still allow an increase of $398,246 or 3.52 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ASR - Assessor/Recorder

Page No.	Object Code (FCG)	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
584	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$567,268	$564,742	*
593	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	(0.80)	(0.85)	(40,416)	(42,942)	$2,526
584	009	Premium Pay Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				9,638	5,638	4,000
584	013	Mandatory Fringe Beneifts Corresponds to reduction in salaries.				146,453	145,801	652
584	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				14,900	12,550	2,350

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ASR - Assessor/Recorder

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Real Property (FDJ)								
2588	022	Training				$13,500	$12,000	$1,500
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
Personal Property (FDK)								
2589	001	Permanent Salaries - Misc.				1,673,656	1,649,094	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2596	001	Attrition Savings - Misc.	9993M	(2.48)	(3.10)	(145,038)	(169,600)	24,562
		Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.						
2589	013	Mandatory Fringe Benefits				413,353	407,286	6,067
		Corresponds to reduction in salaries.						
Tax Assessment (FEH)								
2591	001	Permanent Salaries - Misc.				883,854	858,321	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ASR - Assessor/Recorder

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
599	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	(1.20)	(1.60)	($76,598)	($102,131)	$25,533
591	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				210,801	207,879	2,922
591	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				13,200	11,500	1,700
591	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				50,000	48,000	2,000
		Total Recommended Reductions						$73,812

DEPARTMENT: BOS BOARD OF SUPERVISORS

FINANCIAL DATA:

The Board of Supervisors proposed $8,900,046 budget for FY 2000-01 is $294,789 or 3.43 percent more than the original FY 1999-2000 budget of $8,605,257. The net increase from the revised FY 1999-2000 budget is $294,789 or 3.43 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Board of Supervisors	$ 8,268,284	$ 8,268,284	$ 8,370,825	$ 102,541
Cable Television Access	118,000	118,000	130,000	12,000
Sunshine Ordinance Task Force	-	-	173,380	173,380
Youth Commission	218,973	218,973	225,841	6,868
Total Expenditures	$ 8,605,257	$ 8,605,257	$ 8,900,046	$ 294,789

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 75.91 FTEs, which is 1.46 FTEs more than the 74.45 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Board of Supervisors	70.98	70.98	70.94	(0.04)
Sunshine Ordinance Task Force	-	-	1.50	1.50
Youth Commission	3.47	3.47	3.47	-
Total	74.45	74.45	75.91	1.46

Department: BOS BOARD OF SUPERVISORS (continued)

DEPARTMENT REVENUES

Department revenues have increased by $61,000 or 27.9 percent, primarily from Other General Government Charges collected by the Board of Supervisors. The General Fund support has increased by $233,789 or 2.8 percent.

DESCRIPTION

The FY 2000-01 Board of Supervisors budget includes the addition of one new 1372 Special Assistant XIII (0.75 FTE) to provide Records and Information Compliance and one new 1376 Special Assistant XVII (0.75 FTE) to be Assistant Clerk of the Board, in response to specific recommendations included in the Management Audit Report of the Office of the Clerk of the Board that was completed in FY 1999-00. To offset these additional costs, the Board of Supervisors Permanent Salaries have been reduced to account for increased Attrition Savings and Step Adjustments. In addition, the Professional & Specialized Services account is being adjusted for the Budget Analyst's contractually determined cost of living adjustment and the amount required for the audit of the Controller's Books.

The proposed budget also includes one new 1370 Special Assistant XI (0.75 FTE) and one new 1426 Senior Clerk Typist (0.75 FTE) to provide new staff for the Sunshine Ordinance Task Force, as a result of Proposition G, which was approved by the San Francisco voters on November 2, 1999. Overall, the Board of Supervisors new Sunshine Ordinance Task Force costs are projected to be $173,380 in FY 2000-01.

COMMENT

The Mayor's budget provides an increase of $294,789. Our recommended reductions, which total $15,310, would still allow an increase of $279,479 or 3.25% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: BOS - Board of Supervisors

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FAE		Board of Supervisors						
2606	001	Permanent Salaries - Misc.				$3,862,236	$3,862,236	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2611	1364	Special Assistant V		11.00	5.71	497,311	497,311*	

* Reserve $239,107 to pay for the costs of one 1364 Special Assistant V position from each of the 11 members of the Board of Supervisors, effective January 8, 2001, in accordance with the Supplemental Appropriation and Salary Ordinances (Files 101 97-9 and 102-97-3) which created and initially funded these 11 positions. That Supplemental Appropriation Ordinance and Salary Ordinance, previously approved by the Board of Supervisors, stated "These positions shall terminate on January 8, 2001." This represents a loss of 5.29 FTE positions because these positions would be eliminated as of January 8, 2001, resulting in each member of the Board of Supervisors retaining two 1835 Legislative Assistants. However, a Charter Amendment is currently pending in the Rules Committee of the Board of Supervisors for the November 7, 2000 ballot to require that each member of the Board of Supervisors have three staff members, two legislative aides (i.e., the current 1835 Legislative Assistants) and one district aide (i.e., the proposed 1364 Special Assistant to be deleted). If the Charter Amendment is approved, these 11 positions could then be funded with these reserve funds, after the November 7, 2000 election, without requiring a supplemental appropriation. If the Charter Amendment is not approved, the reserved funds will not be necessary and will be a General Fund savings. The Finance and Labor Committee and the Clerk of the Board of Supervisors concur with this recommendation to reserve funds for these positions.

epartment: BOS - Board of Supervisors

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
06	013	Mandatory Fringe Benefits				$926,922	$926,922*	
		* Reserve $62,168 to corresponds to the reserve in Permanent Salaries - Misc.						
		Subtotal Recommended Reserves - Board of Supervisors						$301,275
AK		**Sunshine Ordinance Task Force**						
08		Permanent Salaries - Misc				83,492	52,250	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
13	1426	Senior Clerk Typist		0.75	0.00	31,242	0	31,242
		Eliminate the proposed new 1426 Senior Clerk Typist to assist the new 1370 Special Assistant XI for the Sunshine Ordinance Task Force. Transfer (see below) these Permanent Salaries- Misc funds to Temporary Salaries, since the precise workload of the new Task Force is not yet known, and therefore the required staffing for such Task Force cannot yet be determined.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: BOS - Board of Supervisors

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2608	005	Temporary Salaries				$0	$31,242	($31,242)
		Transfer the Permanent Salaries - Misc funds identified above to Temporary Salaries since the precise workload of the new Task Force is not yet known and therefore the required staffing for such Task Force cannot yet be determined.						
2608	013	Mandatory Fringe Benefits				20,888	15,578	5,310
		Corresponds to the reduction in Permanent Salaries - Misc.						
2608	049	Other Materials & Supplies				60,000	50,000	10,000
		Decrease to reflect reduction for purchase of one server, furnishings and remodeling of the public access space for the Sunshine Ordinance Task Force staff.						
		Subtotal Recommended Reductions - Sunshine Ordinance Task Force						**$15,310**
		Total Recommended Reductions						**$15,310**
		Total Recommended Reserves						**$301,275**

DEPARTMENT: CAT CITY ATTORNEY

FINANCIAL DATA:

The City Attorney's proposed $40,556,329 budget for FY 2000-01 is $4,408,073 or 12.19 percent more than the original FY 1999-2000 budget of $36,148,256. The net increase from the revised FY 1999-2000 budget is $1,764,999 or 4.55 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
City Attorney Legal Initiatives	$ 1,300,000	$ 1,300,000	$ -	$ (1,300,000)
Claims	4,812,515	4,812,515	4,045,798	(766,717)
Legal Services	30,035,741	32,678,815	36,510,531	6,474,790
Total Expenditures	$ 36,148,256	$ 38,791,330	$ 40,556,329	$ 4,408,073
Less Work Order Recoveries	(22,734,638)	(25,403,793)	(33,007,015)	(10,272,377)
Net Expenditures	$ 13,413,618	$ 13,387,537	$ 7,549,314	$ (5,864,304)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 342.01 FTEs, which is 25.61 FTEs more than the 316.40 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Claims	48.09	48.09	48.09	-
Legal Service	268.31	268.31	293.92	25.61
Total	316.40	316.40	342.01	25.61

Department: CAT CITY ATTORNEY (continued)

DEPARTMENT REVENUES

Department revenues are budgeted to be $0 in FY 2000-01, a decrease from $1,300,000 in FY 1999-00. The FY 1999-00 revenues were one-time revenues from the Bank of America litigation settlement that were appropriated to the Department for new legal initiatives. General Fund support for the City Attorney is budgeted to decrease to $7,549,314, a 37.7 percent decrease in FY 2000-01 compared to the $12,113,618 level of General Fund support in FY 1999-00. This is largely explained by an increase in recoveries of approximately $10.2 million from non General Fund sources for FY 2000-01.

DESCRIPTION

The $4,408,073 in proposed increased expenditures compared to the original FY 1999-00 budget is comprised of the following components:

Increased salary and benefits costs for:	
❑ 11 new positions	$1,127,533
❑ reduced attrition savings	1,217,898
❑ increased temporary salaries	324,820
❑ upward substitutions	32,716
Subtotal: increased salaries and benefits	*$2,702,967*
Increased judgements and claims costs (includes outside counsel)	$1,859,207
Increased professional and specialized services	200,000
LAN Upgrade	380,000
Net offsetting reductions	(734,101)
Total	**$4,408,073**

Details of the proposed increases are as follows.

Personnel cost increases

New Positions: Included in the net increase of 25.61 FTEs, the budget contains a request for 8.25 new position FTEs for FY 2000-01, which would equate to 11 FTEs on a full year basis. The positions are requested for increased services at the Airport and Public Utilities Commission. All of the positions have already been added as temporary employees in FY 1999-00.

	Classification	# FTE 2000-01	Salaries & Benefits: 2000-01	Annualized # FTE	Annualized Salaries & Benefits
8178	Senior Atty	3.75	$466,684	5.0	$622,245
8180	Principal Atty	4.50	660,849	6.0	881,132
	Total	8.25	$1,127,533	11.00	$1,503,377

Department: CAT CITY ATTORNEY (continued)

Increased temporary salaries: The Department is proposing an increase in its Temporary Salary budget from $210,886 in FY 1999-00 to $508,886 in FY 2000-01, an increase of $298,000. With mandatory fringe benefits, total increased costs would be $324,820. The increased funds would cover the salary costs for the first three months for the 11 proposed new positions for additional legal services for the Airport and Public Utilities Commission. Temporary salaries are requested for the 11 new positions because the Controller's budget instructions require that new positions be budgeted as .75 FTE each for their first year.

Reduced attrition savings: The Department is proposing reducing its attrition savings from $2,291,285 to $1,327,401, which represents a cost increase of $963,884 in salaries and $250,610 in benefits for a total cost increase of $1,214,494 in FY 2000-01. The Department is proposing this reduction in attrition savings to provide more staffing to meet its increased workload in FY 2000-01. The reduction in attrition savings represents 12.01 additional FTEs for the department.

Position substitutions: The Department is proposing substituting two existing Head Attorney positions with one Confidential Chief Assistant and one Assistant Chief Attorney at an annual cost increase of $32,716 in salaries and benefits.

	Classification	# FTE 2000-01	Salaries and Benefits: 2000-01
8182	Head Attorney	-2	$(273,290)
AB44	Confidential Chief Assistant	1	155,348
8183	Assistant Chief Attorney	1	150,658
	Total	**0**	**$32,716**

Non-personnel cost increases

Non personnel cost increases are proposed for rent, which is increasing by 167 percent for the Department's Fox Plaza offices in January 2001, judgements, claims and outside counsel, and computer upgrades.

COMMENT

The Mayor's budget provides an increase of $4,408,073. Our recommended reductions of $639,081 together with the recommendation of the Finance and Labor Committee's recommended reduction of $275,640 which total $914,721, would still allow an increase of $3,493,352 or 9.7% in the Department's budget.

Department: CAT - City Attorney

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Legal Services - General Fund Non Project								
2621	001	Permanent Salaries				$24,200,285	$23,874,515	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications						
2626		Claims Investigator	8151	3.00	2.10	215,512	149,659	65,853
		Attorney	8174	7.00	6.10	476,299	413,924	62,375
		Sr. Attorney	8178	26.00	25.10	2,567,996	2,477,454	90,542
		Delete three positions at a net savings of $218,770 for 11 months. These three positions are currently assigned to prosecuting quality of life infractions in the City Attorney's Office. The District Attorney, who normally has jurisdiction for the prosecution function, authorized the City Attorney to prosecute these type of cases in FY 1999-00. The District Attorney is now withdrawing authorization for the City Attorney to continue performing this function as of August 1, 2000 and is proposing to take responsibility for this function at a cost of approximately $155,813 per year, or $144,885 less than the City Attorney's FY 2000-01 cost of $300,698. At the direction of the Finance and Labor Committee, the Budget Analyst (a) has included $133,771 in increased salaries and benefits in the District Attorney's budget for funding for this function for 11 months in FY 2000-01 and (b) has included a reduction in the City Attorney's budget for eleven months totalling $275,640 for City Attorney salary and benefits costs. This will still provide the City Attorney with funding for one month until the District Attorney assumes responsibility for this function on approximately August 1, 2000. The net savings from transferring this function from the City Attorney to the District Attorney in FY 2000-01 will be $141,869, consisting of a reduction of $275,640 in the City Attorney's budget and an increased cost of $133,771 in the District Attorney's budget. The reduction of $218,770 for the above three positions and the related Mandatory Fringe Benefits of $56,870 (see below), results in a total reduction of $275,640, in the City Attorney's budget and is being made at the direction of the Finance and Labor Committee.						218,770	

Department: CAT - City Attorney

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
527		Attrition Savings				(1,231,360)	(1,338,360)	107,000
		This increase in attrition savings is comprised of two components. The first is a reduction of $75,000 based on a reduction in services needed by the Department of Human Resources (and recommended by the Budget Analyst as a reduction in that department's budget). The second component, $32,000, is an offset to the costs of two proposed upward substitutions. Since both of the substitutions already took place in FY 1999-00, without prior Board of Supervisors approval, the department has demonstrated that these increased costs could be absorbed without an increase in its salary budget. Therefore, the Budget Analyst recommends continuing to maintain these positions without an increase in salary and benefits costs. The total increase in attrition savings would be $107,000.						
521	005	Temporary Salaries				$508,886	$258,886	$250,000
		This would reduce a portion of the funding used in FY 1999-00 for 11 temporary new staff at the Airport and the Public Utilities Commission in response to approximately $3 million worth of additional legal services requested by those departments. The 11 additional positions are now included as permanent positions in the FY 2000-01 City Attorney budget which reduces the need for continuing to fund temporary salaries at the same level as last year. The full annual cost of the 11 new positions funded is approximately $1,503,377 in salaries and benefits. In addition to these new positions, the City Attorney's budget proposes a reduction in attrition savings which adds another $966,586 to the Department's salary funding.						

Department: CAT - City Attorney

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2621		Mandatory Fringe Benefits				4,734,868	4,627,668	107,200
		Corresponds to reduction in salaries $56,870 of this total reduction of $107,200 and the related Permanent Salaries reduction totalling $218,770 (see above) results in a total reduction of $275,640 in the City Attorney's budget This reduction is being made at the discretion of the Finance and Labor Committee						
2621	053	Judgements and Claims				2,759,207	2,626,207	133,000
		Reduces amount for outside counsel for potentially pending Business Tax litigation. The court issued a summary judgement in May 2000 in favor of two plaintiffs, General Motors and Eastman Kodak, in a lawsuit concerning the imposition of the City's Business Tax. As a result of that summary judgement, the City Attorney's work on that case changed from a full lawsuit to an appeal of the summary judgement and funding was reduced accordingly, including funding for outside counsel. This recommended reduction of $133,000 proportionately reduces the budget for outside counsel included in the City Attorney's FY 2000-01 budget which assumes full litigation of similar lawsuits against the City's Business Tax filed by five additional plaintiffs. This recommended reduction assumes that these additional lawsuits will not be fully litigated based on the summary judgement in the similar General Motors Eastman Kodak case. In the event that full litigation does occur, the Department would still have $2,626,207 available in this Judgements and Claims account.						
2621	060	Equipment Purchase				$382,000	$283,249	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

partment: CAT - City Attorney

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
8		LAN Upgrade	CT001R			382,000	283,249	98,751
		This amount of $98,751 was erroneously budgeted twice including once in this line item and once in 027 Professional and Specialized Services.						
		Total Recommended Reductions						$914,721

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: CON CONTROLLER

FINANCIAL DATA:

The Controller's proposed $22,628,956 budget for FY 2000-01 is $1,944,524 or 9.40 percent more than the original FY 1999-2000 budget of $20,684,432. The net increase from the revised FY 1999-2000 budget is $1,944,524 or 9.40 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Accounting Operations and Systems	$ 8,413,724	$ 8,413,724	$ 10,181,136	$ 1,767,412
Audits	2,393,759	2,393,759	2,362,996	(30,763)
Management, Analysis, and Reports	3,245,520	3,245,520	4,254,379	1,008,859
Payroll and Personnel Services	6,631,429	6,631,429	5,830,445	(800,984)
Total Expenditures	$ 20,684,432	$ 20,684,432	$ 22,628,956	$ 1,944,524
Less Work Order Recoveries	(1,824,842)	(1,824,842)	(1,967,520)	(142,678)
Net Expenditures	$ 18,859,590	$ 18,859,590	$ 20,661,436	$ 1,801,846

Department: CON - CONTROLLER (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 164.90 FTEs, which is 3.76 FTEs more than the 161.14 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Accounting Operations and Systems	55.74	55.74	54.38	(1.36)
Audits	26.87	26.87	26.35	(0.52)
Management, Analysis, and Reports	29.41	29.41	36.07	6.66
Payroll and Personnel Services	49.12	49.12	48.10	(1.02)
Total	161.14	161.14	164.90	3.76

DEPARTMENT REVENUES

Department revenues have increased by $90,200 or 27.9 percent. General Fund support has increased by $1,711,646 or 9.2 percent.

DESCRIPTION

Increased expenditures of $1,944,524 for the Controller's proposed FY 2000-01 budget are due primarily to MOU mandated salary and benefit increases and approximately $450,000 for salaries and benefits related to the creation of seven new positions (5.25 FTE) for a team of management and financial analysts to provide assistance to City departments. This "Citywide Special Projects Team" would, according to the Mayor's proposed budget, be knowledgeable about City processes and practices and able to respond to urgent project needs in lieu of hiring outside consultants. The positions and salary requirements for this initiative are shown in the table on the following page.

Department: CON - CONTROLLER (continued)

Position	Number of Positions	FY 2000-01 FTE	FY 2000-01 Salaries	Annual Salary Expenditure
1369 Special Assistant X	3	2.25	$ 133,283	$ 177,711
1372 Special Assistant XI	3	2.25	163,566	218,088
1374 Special Assistant XV	1	0.75	63,134	84,179
Total	7	5.25	$ 359,983	$ 479,978

COMMENT

The Mayor's budget provides an increase of $1,944,524. Our recommended reductions, which total $75,096, would still allow an increase of $1,869,428 or 9.04% in the Controller's budget.

Department: CON - Controller

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
637	001	Permanent Salaries-Misc				$ 2,154,113	$ 2,094,513	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						
646	001	Attrition Savings	9993M			(73,799)	(133,399)	$59,600
		Increase Miscellaneous Attrition Savings in Management, Budget and Analysis program to the level required for current staffing and addition of proposed Citywide Special Projects Team.						
637	013	Mandatory Fringe Benefits				489,365	473,869	15,496
		Reduction to Mandatory Fringe Benefits corresponding to Reduced Permanent Salaries - Miscellaneous						
		Total Recommended Reductions						$ 75,096

DEPARTMENT: CPC CITY PLANNING

FINANCIAL DATA:

The City Planning Department's proposed $13,599,679 budget for FY 2000-01 is $1,207,086 or 9.74 percent more than the original FY 1999-2000 budget of $12,392,593. The net increase from the revised FY 1999-2000 budget is $863,229 or 6.78 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Fiscal Year 2000-2001	From 1999-2000 Original Budget
Long-Range Planning	$3,700,044	$4,057,269	$3,954,352	$254,308
Current Planning	6,608,701	6,595,333	6,588,772	(19,929)
Administration/Planning	2,083,848	2,083,848	2,314,388	230,540
Total Operating Expenditures	$12,392,593	$12,736,450	$12,857,512	$464,919
Capital Projects & Facilities Maint.	0	0	742,167	742,167
Total Expenditures	$12,392,593	$12,736,450	$13,599,679	$1,207,086
Work Order Recoveries	(543,572)	(543,572)	(764,374)	(220,802)
Net Expenditures	$11,849,021	$12,192,878	$12,835,305	$986,284

Department: CPC - City Planning (continued)

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$8,056,182	$7,971,201	($84,981)
Temporary Salaries	0	$70,000	70,000
Mandatory Fringe Benefits	1,852,456	1,958,623	106,167
Professional & Specialized Services	986,300	1,175,300	189,000
Other Current Expenses	458,698	504,028	45,330
Equipment Purchase	20,000	102,500	82,500
Services of Other Departments	433,809	540,087	106,278
Total	$11,807,445	$12,251,739	$444,294

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 129.76 FTEs, which is 1.64 FTEs less than the 131.40 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1998-99 Original	Fiscal Year 1998-99 Revised	Fiscal Year 2000-2001	From 1999-2000 Original Budget
Long-Range Planning	27.35	27.35	28.85	1.5
Current Planning	88.25	88.25	84.36	(3.89)
Administration/Planning	15.8	15.8	16.55	0.75
Totals	131.4	131.4	129.76	(1.64)

The City Planning Department's budget contains one new position for FY 1999-00, a General Fund supported Transcriber/Typist position to assist the Department in complying with the Sunshine Ordinance.

Department: CPC - City Planning (continued)

The City Planning Department's one proposed new position is as follows:

Name	Classification	No. of Positions	Salary at Top Step	Annualized No. of Positions	Total Salaries
Transcriber/Typist	1430	0.75	$31,122	1	$31,122

The Budget Analyst is recommending that this new position be disapproved, due to inadequate justification.

DEPARTMENT REVENUE

Department revenues have increased by $29,269 or 0.32 percent, from $9,091,275 in FY 1999-00 to $9,120,544 in FY 2000-01. General Fund support has increased by $655,394, or 19.9 percent, from $3,301,318 in FY 1999-00 to $3,956,713 in FY 2000-01.

DESCRIPTION

1. According to its FY 2000-01 Work Program, the City Planning Department's strategic budget objectives are as follows:

- Implement planning services that will promote the development of the San Francisco housing stock.
- Implement training efforts to ensure that all new and existing staff is adequately trained and has support to fulfill their role as effectively a possible.
- Direct the use of San Francisco resources to promote compatibility between transportation and land use.

2. The City Planning Department's budget includes an increase of $70,000 in Temporary Salaries, from $0 to $70,000. According to the Department, this increase reflects actual expenditures in past years. The Department uses Temporary Salaries primarily to hire graduate school-level interns to support the Department's increasing workload.

3. The City Planning Department's budget includes an increase of $189,000 in Professional and Specialized Services. According to the Department, this entire increase of $189,000 is budgeted for environmental review work for the Transbay Terminal Study. The Department advises that these costs will be fully funded by the Redevelopment Agency.

Department: CPC - City Planning (continued)

4. The City Planning Department's budget includes an increase of $82,500, or 400 percent, in Equipment Purchases, from $20,000 to $102,500. A total of $70,000 in new equipment purchases will support the Department's computer replacement program to retire and replace one-sixth the Department's existing personal computer stock by the end of FY 2000-01. According to the Department, the computers to be replaced are out-of-date and insufficient for their needs. In past years, the Department has requested supplemental appropriations to replace old computers. The remaining $32,500 in Equipment Purchases is budgeted to replace the Department's existing passenger van, which was purchased in 1986.

5. The City Planning Department's budget includes 2.33 FTEs of grant-funded positions with annual salaries totaling $150,870. These salaries, mandatory fringe benefits, and other related costs are fully funded from the grant revenues.

6. The City Planning Department's budget continues to fund the Better Neighborhoods 2002 Program, which was initiated in 1999 and is estimated to cost $1.3 million per year for four years. In FY 1999-00, the Board of Supervisors provided $1,260,317 to fund the program. The budget for FY 2000-01 includes an additional $1,191,390 for the program, including $900,000 in Professional and Specialized Services. The goal of the Better Neighborhoods 2002 is to provide neighborhood-wide profiles and planning, which incorporate analyses of land use, transportation, urban design and the real estate market. The City Planning Department is currently developing such profiles and plans for two City neighborhoods: Upper Market/Octavia and the Central Waterfront. The Budget Analyst considers the decision to fund such area plans to be a policy matter for the Board of Supervisors.

7. The Mayor's Office has increased salary Attrition Savings in the Better Neighborhoods 2002 Program by $185,185 for FY 2000-01, from $0 to $185,185.

COMMENT

The Mayor's budget provides an increase of $1,207,086 or 9.74 percent. Our recommended reductions, which total $122,577, would still allow an increase of $1,084,509 or 8.75 percent in the Department's budget.

CPC - City Planning

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Long Range Planning (EAH)								
2655	001	Permanent Salaries *The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				$1,329,217	$1,316,265	*
2663	001	Attrition Savings - Misc. Increase in Attrition Savings to offset the effect of the Department's upward substitution of one position, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.	9993M	0.48	0.67	(32,476)	(45,428)	12,952
2655	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				308,486	305,118	3,368
2655	027	Professional and Specialized Services *The Budget Analyst considers funding for contractual services to develop area plans and profiles of the Upper Market/Octavia and Central Waterfront neighborhoods for the Better Neighborhoods 2002 program to be a policy matter for the Board of Supervisors.				900,000	900,000*	*

C - City Planning

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ministration/Support (FEF)								
61	001	Permanent Salaries				$1,074,572	$1,027,482	*
		*The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
71	001	Transcriber Typist	1430	0.75	0	31,242	0	31,242
		To disapprove one requested new Transcriber Typist position to comply with requirements of the Sunshine Ordinance. The Department has not sufficiently justified this new position. The Budget Analyst notes that the amount of work necessary to meet Sunshine Ordinance requirements has not yet been fully determined. Therefore, the Budget Analyst recommends that the Department meet its requirements in FY 2000-01 using existing staff and temporary salaries until a detailed justification for additional staff, tied to additional workload, is formulated. The Department already has one Clerk Typist spending 100% of her time on work related to the Sunshine Ordinance, one Commission Secretary, who dedicates 50% percent of her time, and has available the equivalent of 1.49 FTEs, or an additional $70,000, in Temporary Salary for FY 2000-01.						

CPC - City Planning

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2671	001	Attrition Savings - Misc.	9999M	0.20	0.44	(S13,244)	(S29,092)	S15,848
		Inerease in Attrition Savings to offset the effeet of the Department's upward substitution of one position, whieh would result in inereased salary and fringe benefit eosts made during previous years, without budgetary approval by the Board of Supervisors This recommendation will allow the Department to eontinue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings						
2660	013	Mandatory Fringe Benefits				1,180,555	1,168,312	12,243
		Corresponds to reduetion in salaries.						
2661	040	Materials and Supplies				S9,300	64,300	25,000
		To reduee request for additional materials and supplies not suffieiently justified. We reeommend approval of $64,300 for materials and supplies, or $25,000 more than the FY 1999-00 budget of $39,300.						

Current Planning (FDP)

2660	001	Permanent Salaries				4,896,680	4,889,201	*
		*The recommended reduetion in Permanent Salaries - Mise. is the total of the following specifie reeommendations regarding individual elassifieations.						

C - City Planning

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
69	001	Attrition Savings - Misc.	9993M	4.94	5.06	($306,445)	($313,924)	$7,479
		Increase in Attrition Savings to offset the effect of the Department's upward substitution of one position, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.						
50	013	Mandatory Fringe Benefits				1,180,555	1,178,610	1,945
		Corresponds to reduction in salaries.						
50	060	Equipment Purchase				102,500	90,000	*
		* The recommended reduction is the total of the following specific recommendations.						
73	060	Equipment Not Detailed				0	(12,500)	12,500
		To provide funding for one new sedan, instead of the request for one new passenger van included in the FY 2000-01 budget, as requested by the Department.						
		Total Recommended Reductions						$122,577

DEPARTMENT: CSC CIVIL SERVICE COMMISSION

FINANCIAL DATA:

The Civil Service Commission's proposed $768,073 budget for FY 2000-01 is $16,548 or 2.20 percent more than the original FY 1999-00 budget of $751,525. The net increase from the revised FY 1999-00 budget is also $16,548 or 2.20 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Civil Service Commission	$ 751,525	$ 751,525	$ 768,073	$ 16,548
Less Work Order Recoveries	(107,533)	(107,533)	(110,718)	(3,185)
Net Expenditures	$ 643,992	$ 643,992	$ 657,355	$ 13,363

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent (FTE) positions budgeted for FY 2000-01 is 7.04, which is unchanged from the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Civil Service Commission	7.04	7.04	7.04	-
Total	7.04	7.04	7.04	-

Department: CSC Civil Service Commission (continued)

DEPARTMENT REVENUES:

Department revenues have remained unchanged from the original FY 1999-00 budget of $0. The proposed General Fund support is $657,355, which is an increase of $13,363 or 2.08 percent over the $643,992 General Fund support for the FY 1999-00 original budget.

DESCRIPTION:

The increase in Civil Service Commission net expenditures from the FY 1999-00 original budget is $13,363. The net expenditure increase in the proposed budget is related primarily to:

- a $9,114 increase in 081 Services of Other Departments due to increases in Telecommunications and Information Services (TIS) costs directly related to Applications Support, City Wide Services and Special Projects;
- a $7,117 increase in 027 Professional & Specialized Services due to increased funding for Administrative Law Judges, Hearing Officers and Court Reports (totaling $4,000) and Delivery, Contracted and Miscellaneous Expenses (totaling $3,117); and
- a $4,743 net decrease in all other non-personnel expenses.

Personnel: The proposed budget includes no change in full-time equivalent (FTE) positions over the FY 1999-00 original budget. The proposed budget includes salaries and fringe benefits costs of $601,401, a net increase of $1,875 or 4.19 percent over the FY 1999-00 original budget.

COMMENT:

The Mayor's budget provides an increase of $16,548 or 2.20 percent. Our recommended reductions, which total $3,124, would still allow an increase of $13,424 or 1.79 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: CSC - Civil Service Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Civil Service Commission - General Fund Non-Project								
2675	027	Professional & Specialized Services				$32,124	$29,000	$3,124
		Reduce by $3,124 to reflect the Department's actual projected need.						
		Total Recommended Reductions						$3,124

DEPARTMENT: ETH ETHICS COMMISSION

FINANCIAL DATA:

The Ethics Commission proposed $665,771 budget for FY 2000-01 is $54,840 or 8.98 percent more than the original FY 1999-2000 budget of $610,931. The net increase from the revised FY 1999-2000 budget is $54,840 or 8.98 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Ethics Commission	$ 610,931	$ 610,931	$ 665,771	$ 54,840
Total Expenditures	$ 610,931	$ 610,931	$ 665,771	$ 54,840

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 6.89 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Ethics Commission	6.89	6.89	6.89	-
Total	6.89	6.89	6.89	-

Department: ETH Ethics Commission (continued)

Department Revenues

Department revenues have increased by $38,090 or 115 percent, due to the increase in the number of candidates running for election in the next fiscal year and the expectation that additional lobbyists and campaign consultants will pay additional fees and fines. General Fund support has only increased by $16,750 or 2.9 percent.

Description

Although there are no changes in the number of positions, the upward substitution of three positions as well as step and cost of living adjustments result in additional salary and fringe benefit expenditures of $32,769. In addition, the Ethics Commission will be moving from Fox Plaza to 30 Van Ness, as of December 1, 2000, resulting in additional rental, tenant improvements, moving, computer and furniture expenses totaling $88,846. Offsetting some of these additional expenditures will be reductions in the Services of Other Departments.

On May 15, 2000, the Ethics Commission approved a Charter Amendment to place on the November 7, 2000 ballot, which would provide limited public financing for Board of Supervisors candidates who raise at least $7,500. The Budget Analyst notes that on April 24, 2000, the Board of Supervisors did not approve similar campaign finance reform ordinances (Files 00-0328, 00-0685 and 00-0687). If the proposed Charter Amendment is approved by the San Francisco voters on November 7, 2000, this Charter Amendment would take effect on January 1, 2001. The Ethics Commission advises that under the proposed Charter Amendment, the City's General Fund costs would be limited to $2 per year per resident in San Francisco, or approximately $1,600,000 annually (approximately 800,000 residents x $2). The annual approximately $1,600,000 includes funds to pay for the public financing of the Board of Supervisors candidates and includes approximately $350,000 annually for administrative support for the Ethics Commission. Funding for such additional General Fund expenses are not included in the proposed FY 2000-01 budget and would therefore require a separate supplemental appropriation, if the proposed Charter Amendment is approved.

Comment

The Mayor's budget provides an increase of $54,840. Our recommended reductions, which total $6,752, would still allow an increase of $48,088 or 7.87 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: ETH - Ethics Commission

ge	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1	001	Permanent Salaries - Misc				$375,888	$374,373	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2	9993M	Attrition Savings - Misc				(5,773)	(7,288)	1,515
		Increase Attrition Savings - Misc to offset the effect of the Department's upward substitution of positions that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled positions at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						
3	013	Mandatory Fringe Benefits				97,402	97,165	237
		Corresponds to the reduction in Permanent Salaries - Misc.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ETH - Ethics Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2681	035	Other Current Expenses				$111,900	$106,900	$5,000
		Reduce to reflect actual increase in rent costs for move of administrative offices from Fox Plaza to 30 Van Ness effective December 1, 2000.						
		Total Recommended Reductions						**$6,752**

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: HRD HUMAN RESOURCES

FINANCIAL DATA:

The Department of Human Resources proposed $87,077,230 budget for FY 2000-01 is $8,626,416 or 11.00 percent more than the original FY 1999-00 budget of $78,450,814. The net increase from the revised FY 1999-00 budget is $8,185,814 or 10.38 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	$ 3,111,484	$ 3,111,484	$ 3,495,429	$ 383,945
Employee Relations	2,275,027	2,714,629	3,109,612	834,585
Equal Employment Opportunity	660,543	660,543	681,573	21,030
Health Service System	6,497,780	6,497,780	6,233,333	(264,447)
Mgmt. & Employee Dvlpt. W/O	519,785	519,785	434,662	(85,123)
Management Information Systems	2,175,900	2,175,900	4,684,266	2,508,366
Merit Service System	3,313,190	3,314,190	3,236,707	(76,483)
Workers Compensation	59,897,105	59,897,105	65,201,648	5,304,543
Total Expenditures	$ 78,450,814	$ 78,891,416	$ 87,077,230	$ 8,626,416
Less Work Order Recoveries	(62,375,844)	(62,376,844)	(67,289,374)	(4,913,530)
Net Expenditures	$ 16,074,970	$ 16,514,572	$ 19,787,856	$ 3,712,886

Department: HRD HUMAN RESOURCES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 210.64 FTEs, which is 1.29 FTEs more than the 209.35 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Administration	24.50	24.50	29.16	4.66
Employee Relations	17.15	17.15	15.78	(1.37)
Equal Employment Opportunity	8.99	8.99	8.98	(0.01)
Health Service System	55.03	55.03	56.78	1.75
Mgmt. & Employee Dvlpt. W/O	6.48	6.48	5.48	(1.00)
Management Information System	16.92	16.92	16.05	(0.87)
Merit Service System	38.79	38.81	34.62	(4.17)
Workers Compensation	41.49	41.49	43.79	2.30
Total	209.35	209.37	210.64	1.29

DEPARTMENT REVENUES

Department revenues have remained unchanged from the original FY 1999-00 budget of $0. The proposed General Fund support is $19,787,856, which is an increase of $3,712,886 or 23.10 percent over the $16,074,970 General Fund support for the FY 1999-00 original budget.

Department: HRD HUMAN RESOURCES (continued)

Description

The net increase in the Human Resources Department's expenditures from the FY 1999-00 original budget is $8,626,416. The net increase is due to the following:

- a $5,304,543 increase in Workers Compensation costs including:
  $4,028,898 increase in Insurance costs,
  $ 861,411 increase for the Workers Compensation 'Best Practices' Project, which is intended to provide a comprehensive, coordinated approach to claims administration for all City departments and to ensure consistency in this regard with the third-party administrator (TPA) (See also Comments 1, 2 & 3 below.),
  $ 163,576 increase in rental costs,
  $ 80,367 increase pertaining to lower interdepartmental recoveries for associated Workers Compensation personnel costs, and
  $ 170,291 increase pertaining to personnel cost of living adjustments and other miscellaneous expenses;
- a $1,887,256 increase pertaining to the PeopleSoft Project, which is the City's Human Resource Management System, including the new benefits administration functionality and licensing costs. This increase will permit the replacement of the antiquated Membership Accounting System currently used to manage the over 112,000 members enrolled in the City's various health plans. This project will automate processing and maintenance of membership related events (e.g., enrollment, eligibility, premium calculations, and COBRA);
- a $939,073 increase in employee relations costs pertaining to the projected increase in employment contracts that are up for collective bargaining next year; and
- a $495,544 net increase in all other expenses including a cost of living adjustment for personnel costs.

Personnel: The proposed budget includes an increase of 1.29 full-time equivalent (FTE) positions over the FY 1999-00 original budget. The proposed budget includes salaries and fringe benefits costs of $14,688,170, a net increase of $574,603 or 4.07 percent over the FY 1999-00 original budget.

- The net increase in 1.29 FTEs is the result of 3 new positions requested in the Mayor's budget (an increase of 2.25 FTEs), annualization of the previous year's new positions (an increase of 1.75 FTEs), a net decrease due to position substitutions (a decrease of 1.77 FTEs), and a net decrease of 0.94 in existing FTE positions due to the elimination of a 1237 Training Coordinator position and changes to attrition / salary savings.
- The three proposed new positions are all related to the Workers Compensation program and include the following:

  6139 Senior Industrial Hygienist at a projected annual salary and fringe cost of $99,555
  8165 Workers Compensation Supervisor I at a projected annual salary and fringe cost of $73,895
  1374 Special Assistant XV at a projected annual salary and fringe cost of $112,337

Department: HRD HUMAN RESOURCES (continued)

COMMENTS

1. The Workers Compensation 'Best Practices' Project is projected to save the City in the range of $25 million (including savings to Muni) over the next five years by decreasing the rate of growth in claims cost according to the Department. The 'Best Practices' Project refers to the implementation of coordinated framework and intervention strategies based on generally accepted best practices of both public and private entities including:

    - Preventing injury,
    - Providing appropriate medical care,
    - Ensuring early intervention for disability management for injured workers,
    - Facilitating a safe and speedy return to work for injured workers through temporary modified-duty work assignments, whenever possible, even though physical restriction may exist,
    - Providing training and education for all employees to achieve program success, and
    - Setting goals and objectives, measuring results, and continuously improving processes.

2. According to the Department the work responsibilities of the requested new 1374 Special Assistant XV position related to the 'Best Practices' Project will be completed in approximately 3 years. The position will report directly to the Workers Compensation Council, which is comprised of the following members: Director of Human Resources (Chair), Controller, Mayor's Office Deputy Chief of Staff, City Administrator, Executive Director of the Retirement System, and City Attorney.

3. The Budget Analyst notes that a recommendation included in the April 13, 2000 report of the Workers Compensation Council states that as a result of having both TPA and in-house claims management, 'the current split is more expensive because of duplication of efforts' and goes on to report Tillinghast-Towers Perrin's (the City's workers compensation consultant) recommendation that the City consider adopting either a complete TPA or in-house arrangement.

4. As part of the Mayor's Office letter, dated June 13, 2000, regarding technical adjustments, 1.5 new 1404 Clerk positions were restored to the proposed FY 2000-01 budget. This brings the requested new positions up to 3.75, from the 2.25 discussed above. The total salaries and fringe benefits costs for the 1.5 new 1404 Clerk positions is $65,819. The Budget Analyst is recommending approval of these 1.5 new 1404 Clerk positions.

5. The Mayor's budget provides an increase of $8,626,416 or 11.00 percent. Our recommended reductions, which total $403,849, would still allow an increase of $8,222,567 or 10.48 percent in the Department's budget.

partment: HRD - Human Resources

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ployee Relations - General Fund Annual Project								
92	040	Materials & Supplies				$ 20,000	$ 15,500	$ 4,500
		Reduce by $4,500 to reflect the Department's actual need for FY 2000-01.						
92	081	Services of Other Departments				1,098,522	1,023,522	75,000
		Reduce by $75,000 to reflect the Department's actual need for FY 2000-01.						
nagement Information System - General Fund Non-Project								
98	027	Professional and Specialized Services				299,765	289,557	10,208
		Reduce to FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01.						
nagement Information System - General Fund Continuing Projects								
98	049	Other Materials & Supplies				50,000	0	50,000
		The Department has not adequately justified the requested 12 additional computer workstations budgeted at $50,000 or $4,167 per workstation because these requested 12 computer workstations would simply replace computers that are already technologically adequate for project system requirements.						
kers Compensation - General Fund Non-Project								
72	001	Permanent Salaries				2,113,552	2,004,908	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						

Department: HRD - Human Resources

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2716	001	Senior Industrial Hygienist	6139	0.75	0.00	$ 59,259	$ 0	$ 59,259

Disapprove one new Senior Industrial Hygienist position at an annualized salary and fringe benefit cost of $99,555 since the responsibility of this position substantially duplicates what should already be the responsibility of management in each of the City's respective departments. The Human Resources Department proposes this position to assist in implementation of a citywide safety oversight program. The objectives are to centralize citywide leadership for guidance and program development, report on goals, objectives and results, and develop the necessary training to support the City's Workers Compensation philosophy and policies. The aforementioned is already the responsibility of City department management, and this new position does not appear to provide offsetting cost savings. Moreover, the April 13, 2000 report of the Workers Compensation Council states that '[a]lthough safety oversight is a responsibility of the WCD [Workers Compensation Division], the accountability for safety program implementation should remain at the individual CCSF department level.' While the Department of Human Resources does not currently have any Industrial Hygienist positions, larger departments like Muni, Public Health and Parking & Traffic all have Industrial Hygienist and/or Safety personnel, totaling 24.5 FTEs for these three departments. Furthermore, the Department already has four 8165 Workers Compensation Supervisor I positions and one 8166 Workers Compensation Supervisor II position. The ratio of supervisors to actual claims-paying staff is already low at one supervisor to six staff. We are however recommending approval of three of the five new positions requested by the Department, namely one Limited-Tenure 1374 Special Assistant XV at an annual salary and fringe benefit cost of $112,337, and two 1404 Clerk positions at a total annual salary and fringe benefit cost of $87,745 (for both positions).

2716	001	Workers Compensation Supervisor I	8165	0.75	0.00	43,985	0	43,985

Disapprove one new Workers Compensation Supervisor I position at an annualized salary and fringe benefit cost of $73,895. The April 13, 2000 report of the Workers Compensation Council stated that '[i]f current trends continue, claim costs will increase 10% to 15% a year for the next several years.' In the same report, the Council states '[g]rowth in workers compensation costs decreased substantially. Costs increased by approximately 4% this fiscal year, compared to growth of 15% the previous year.' Given this recent shift, in addition to increased departmental attention, including an increase in return-to-work opportunities in departments such as Muni, Police, Recreation & Park and Parking and Traffic, workers compensation costs appear to be growing at a rate lower than what was actuarially projected. Moreover, the Council's report also states that as a result of having both a third-party administrator (TPA) and in-house claims management, 'the current split is more expensive because of duplication of efforts.' Tillinghast-Towers Perrin is the City's workers compensation consultant and has been paid a total of $298,900 during the current fiscal year according to the Department. Tillinghast-Towers Perrin has recommended that the City consider adopting either a complete third-party administrator (TPA) or an in-house arrangement. In light of these findings, adding this new Workers Compensation Supervisor I position at this time appears unwarranted. Furthermore, the Department already has four 8165 Workers Compensation Supervisor I positions and one 8166 Workers Compensation Supervisor II position. The ratio of supervisors to actual claims-paying staff is already low at one supervisor to six staff. We are however recommending approval of three of the five new positions requested by the Department, namely one Limited-Tenure 1374 Special Assistant XV at an annual salary and fringe benefit cost of $112,337, and two 1404 Clerk positions at a total annual salary and fringe benefit cost of $87,745 (for both positions).

Department: HRD - Human Resources

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
16	001	Attrition Savings - Misc.	9993M	(3.45)	(3.50)	$ (182,196)	$ (187,596)	$ 5,400
		Increase attrition savings to actual FY1999-00 expenditure levels.						
02	013	Mandatory Fringe Benefits				551,735	523,488	28,247
		Corresponds to reduction in salaries.						
17	001	Special Assistant XV	1374N	0.75	0.00	67,125	0	67,125
		Special Assistant XV	1374L	0.00	0.75	0	67,125	(67,125)
		Approve one new 0.75 FTE as 'L' or Limited Tenure to assist the City in its workers compensation efforts. Based on the Department's representation that the work responsibilities related to this position will be completed in approximately three years, this position should be made an 'L' or Limited-Tenure position.						
		lth Service System - General Fund Non-Project						
05	040	Materials & Supplies				275,789	148,539	127,250
		Reduce by $127,250 to reflect actual the Department's actual need for FY 2000-01.						
		Total Recommended Reductions						$ 403,849

DEPARTMENT: MYR MAYOR

FINANCIAL DATA:

The Mayor's proposed $66,902,237 budget for FY 2000-01 is $4,895,942 or 7.90 percent more than the original FY 1999-2000 budget of $62,006,295. The net increase from the revised FY 1999-2000 budget is $3,018,611 or 4.73 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Assistance & Neighborhood Outreach	$ 1,631,451	$ 1,531,451	$ 1,573,437	$ (58,014)
City Administration	4,254,872	4,674,363	5,207,246	952,374
Community Development	26,991,788	28,851,433	33,130,000	6,138,212
Criminal Justice	4,188,872	3,887,067	3,996,618	(192,254)
Finance & Legislative Affairs	840,392	840,392	832,823	(7,569)
Grants for the Arts	14,230,867	14,230,867	15,029,927	799,060
Neighborhood Beautification	679,128	679,128	727,852	48,724
Office of Emergency Service	578,950	578,950	657,822	78,872
Waterfront Transportation	-	-	-	-
Moscone Expansion Project	5,409,975	5,409,975	5,746,512	336,537
Gay/Lesbian Community Center	3,200,000	3,200,000	-	(3,200,000)
Total Expenditures	$ 62,006,295	$ 63,883,626	$ 66,902,237	$ 4,895,942
Less Work Order Recoveries	(956,797)	(1,080,384)	(1,371,159)	(414,362)
Net Expenditures	$ 61,049,498	$ 62,803,242	$ 65,531,078	$ 4,481,580

Department: MYR MAYOR (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 148.78 FTEs, which is 3.51 FTEs more than the 145.27 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Assistance & Neighborhood Outreach	15.23	15.23	16.48	1.25
City Administration	31.28	31.28	31.75	0.47
Community Development	71.00	71.00	72.00	1.00
Criminal Justice	6.94	6.94	7.38	0.44
Finance & Legislative Affairs	9.21	9.21	8.42	(0.79)
Grants For the Arts	4.00	4.00	4.75	0.75
Neighborhood Beautification	2.00	2.00	2.00	-
Office of Emergency Service	5.61	5.61	6.00	0.39
Total	145.27	145.27	148.78	3.51

DEPARTMENT REVENUES

Department revenues have increased by $7,040,378 or 13.75 percent. General Fund support has decreased by $2,558,798 or 26.0 percent. The majority of the increase in revenues relates to increases from Federal grants ($4,580,852 for Community Development) and increases in the Hotel Room Tax ($882,942) for the Grants for the Arts.

DESCRIPTION

The major increases in the Mayor's Office budget for FY 2000-01 include (1) an increase of $314,340 for City Administration (1.2% increase over FY 1999-00 budget), (2) an increase of $336,537 (6.2% increase over FY 1999-00 budget) for Low Income Housing, (3) $799,060 (5.6% increase over FY 1999-00 budget) for Grants for the Arts, and (4) $4,402,154 (16.3% increase over FY 1999-00 budget) for Community Development.

Additionally, the proposed budget includes one new 1363 Special Assistant IV (0.75 FTE) for the Film Office, one new 1364 Special Assistant V (0.75 FTE) for Assistance & Neighborhood Outreach, and one new 1367 Special Assistant VIII (0.75 FTE) for Grants for the Arts.

Department: MYR MAYOR (continued)

COMMENT

The Mayor's budget provides an increase of $4,895,942. Our recommended reductions, which total $10,810, would still allow an increase of $4,885,132 or 7.88 % in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: Mayor's Office

ge	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
A		City Administration - Work Order						
7	001	Permanent Salaries - Misc				$478,298	$468,732	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
0	001	Attrition Savings - Misc.	9993M			0	(9,566)	$9,566
		Add Attrition Savings at an estimated 2 percent. Currently, no Attrition Savings are budgeted.						
7	013	Mandatory Fringe Benefits				113,764	112,520	1,244
		Corresponds to reduction in Permanent Salaries - Misc.						
		Total Recommended Reductions						$10,810

DEPARTMENT: REG ELECTIONS

FINANCIAL DATA:

The Department of Elections' proposed $10,051,234 budget for FY 2000-01 is $5,517,716 or 121.71 percent more than the original FY 1999-2000 budget of $4,533,518. The net increase from the revised FY 1999-2000 budget is $3,227,619 or 47.30 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Elections	$ 4,533,518	$ 6,823,615	$ 10,051,234	$ 5,517,716
Less Work Order Recoveries	(78,115)	(78,115)	(91,665)	(13,550)
Net Expenditures	$ 4,455,403	$ 6,745,500	$ 9,959,569	$ 5,504,166

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 40.72 FTEs, which is 8.76 FTEs more than the 31.96 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Elections	31.96	48.28	40.72	8.76
Total	31.96	48.28	40.72	8.76

Department: REG ELECTIONS (continued)

DEPARTMENT REVENUES

Department revenues have increased by $352,590 or 99.7 percent and General Fund support of $9,253,169 has increased by $5,151,576 or 125.6 percent. Revenues are increasing in order to purchase and implement the new optical scan vote count system as well as to provide for additional costs to establish a proactive outreach program to educate voters and answer voter questions about changes in election procedures related to the change from a city-wide at-large election to district elections for the Board of Supervisors' November 2000 election.

DESCRIPTION

The Elections Department is requesting the addition of one 1376 Special Assistant XVII at 0.75 FTE for FY 2000-01 resulting in a $66,126 increased salary expense for this position. This position, which would be hired as the Deputy Registrar of the Department of Elections, would annualize to 1.0 FTE with an annual salary at top step of $104,062. Additionally, the department is requesting an increase of 7.37 FTE ($346,387) in Temporary Salaries, from 18.02 FTE ($846,576) in FY 1999-00 to 25.39 FTE ($1,192,963) in FY 2000-2001. The majority of this increase in Temporary Salaries ($325,000) is requested for the Election Services Project that is intended to ensure successful implementation of the new optical scan vote count system.

The major items making up the expenditure increase requested of $5,517,716 include:

- $3,249,739 (58.9%) for the purchase of the new optical scan vote count system.
- $1,003,416 (18.2%) for the Election Services Project that is intended to ensure successful implementation of the new optical scan vote count system.
- $969,013 (17.6%) for additional expenditures related to the ballots for the new optical scan vote count system.

Department: REG ELECTIONS (continued)

COMMENTS

1. The FY 2000-01 budget includes expenditures for the November 2000 general election and for a December 2000 run-off election. The original FY 1999-00 budget included expenditures for the November 1999 election and the March 2000 election. A Supplemental Appropriation for $1,482,730 was approved in March 2000 to provide the Department with additional funding to cover overexpenditures resulting primarily from the requirement for a December 1999 Mayoral and District Attorney run-off election. In total, there were three elections in FY 1999-00. For FY 2000-01, two elections are scheduled.

2. The Mayor's budget provides an increase of $5,517,716. Our recommended reductions, which total $110,426, would still allow an increase of $5,407,290 or 119.27% in the Department's budget.

epartment: REG - Elections

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
791	001	Permanent Salaries - Misc.				$ 1,007,095	$940,969	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
794	001	Special Assistant XVII	1376N	0.75	0	66,126	0	66,126

To disapprove the addition of a 0.75 Special Assistant XVII. The Department has not justified the addition of one new Deputy Registrar position which has an annual salary of $104,062 for the Department of Elections. In addition to the Director of Elections, the Department currently has four Division Managers and 10 permanent staff. We are, however, recommending approval of 7.00 new FTE for temporary positions, totaling $328,857, resulting in 25.02 FTE total temporary positions. Most of the new temporary positions (6.92 FTE) are designated for the Election Services Project which will implement the new optical scan vote count system.

The Budget Analyst does not believe the addition of a second full-time high-level position is justified. The Department has stated that the Director of Elections performs the strategic planning and goal and objectives setting for the Department, acts in various liaison roles, and performs specific duties of the office, such as ensuring that proactive community outreach is performed, that all elections are held timely and comply with appropriate statutory requirements, and that the Department is otherwise in compliance with all State and local statues related to this activity. The Department further states that a Deputy Director is needed to oversee the operation and administration of the department and further states that the new Deputy is needed "if something happens to the Department of Elections Director, [since] no one is trained to step into the position and effectively run and certify an election." We disagree with this justification. The Director of Elections has always performed the operational and administrative functions in this Department in addition to the planning and liaison functions and other specific duties of the office identified above. Further, the Director of Elections can deputize one of the four Division Managers during an election so that there is a Deputy if "something happens to the Department of Elections Director."

As further support for the new position, the Department states that Alameda, Marin, and Ventura counties in the state have a Deputy Director of Elections. However, in two of the three counties identified by the Department, the Registrar of Voters is responsible for more than one function. In Marin County, the Registrar is also the County Clerk, and in Ventura County the Registrar is also the County Clerk and the Recorder. And, although such additional duties may justify a Deputy in those Counties, the San Francisco Director of Elections has no such additional duties as serving as County Clerk or the Recorder.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: REG - Elections

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Finally, the new optical scan vote count system, which is being purchased at a cost of over $3.2 million, is intended make the election process less staff intensive in future years. Although the implementation of the new system may require some additional focus by the Director of Elections in the current year, as noted above, the current budget includes temporary salaries which total $112,000 to provide 2400 hours of Special Assistant XVI-level staff for project management related to the implementation of the new system						
2791	005	Temporary Salaries		18.47	18.1	$867,963	$850,433	$17,530
		Reduce to reflect actual salary rates of 1000 hours @ $20.62 and 611 hours @$19.37 as the department reports is needed for the Voter Information Pamphlet Initiative						
2791	013	Mandatory Fringe Benefits				258,777	240,007	18,770
		Corresponds to the reduction in salaries						
2796	6061	Data Processing Equipment				3,249,739	3,241,739	8,000
		To reduce the cost of the vote count system to the total of the contract award granted to Election Systems and Software, Inc., inclusive of sales tax.						
		Total Recommended Reductions						$110,426

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: RET RETIREMENT SYSTEM

FINANCIAL DATA:

The Retirement System's proposed $13,682,067 budget for FY 2000-01 is $977,442 or 7.69 percent more than the original FY 1999-2000 budget of $12,704,625. The net increase from the revised FY 1999-2000 budget is $977,442 or 7.69 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	$ 867,229	$ 867,229	$ 896,709	$ 29,480
Employment Deferred Comp Plan	150,000	150,000	397,299	247,299
Investments	1,212,491	1,212,491	1,298,623	86,132
Retirement Services	10,474,905	10,474,905	11,089,436	614,531
Total Expenditures	$ 12,704,625	$ 12,704,625	$ 13,682,067	$ 977,442

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 71.70 FTEs, which is 3.36 FTEs more than the 68.34 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	6.00	6.00	6.00	-
Employee Deferred Compensation	1.00	1.00	1.00	-
Investments	12.29	12.29	12.84	0.55
Retirement Services	49.05	49.05	51.86	2.81
Total	68.34	68.34	71.70	3.36

Department: RET RETIREMENT SYSTEM (continued)

DEPARTMENT REVENUES

Department revenues have increased by $730,143 or 5.75 percent and General Fund support increased from zero to $247,299.

DESCRIPTION

The proposed Retirement System Budget for FY 2000-01 has increased by $977,442. Major increases include the following:

1. The budget for Salaries and Benefits has increased $324,594 or 6.26 percent from $5,184,713 in FY 1999-00 to $5,509,307 in FY 2000-01. 90 percent of this increase is represented by the department's request for 5.25 new FTE positions totaling $291,536 in salaries and fringe benefits, with the remainder representing annual salary increases and miscellaneous changes. New positions include:

   - 1.5 new FTE for Microphoto Imaging Technicians to continue the conversion of hard copy documents to computer discs. The annualized cost for each of these 2 new FTE for Permanent Salaries and Fringe Benefits is $41,765 at the top step.

   - 1.5 new FTE for Assistant Retirement Analysts to implement the pre-tax buyback option to retirement system members. The annualized cost for each of these 2 new FTE for Permanent Salaries and Fringe Benefits is $68,370 at the top step.

   - 0.75 new FTE for a Special Assistant XI to provide functional and procedural oversight of all processing tasks associated with retirement services. The annualized cost for this new position for Permanent Salaries and Fringe Benefits is $85,964 at the top step.

   - 0.75 new Security Analyst to implement the Retirement Board direction that alternative investments be increased from a current target of 9 percent to 12 percent. The annualized cost for this new position for Permanent Salaries and Fringe Benefits is $47,060 at the top step.

   - 0.75 new Secretary for the Investment Division to maintain all files relating to limited partnership investments over the life of the partnership. This position is being added by the Mayors Office as a Technical Adjustment. The annualized cost for this new position for Permanent Salaries and Fringe Benefits is $57,748.

2. Non-Labor costs have increased by $332,737 or 21.5 percent from $1,550,346 to $1,883,083, primarily related to an increase of $325,000 for outside legal services related to final compensation issues related to retirement benefits.

3. The Retirement's request for Equipment in FY 2000-01 is $119,667 for additional and/or replacement computer equipment. This is $209,168 or 63.6 percent decrease from the FY 1999-00 budget of $328,835.

4. The budget for Services of Other Departments has increased in FY 2000-01 by $529,279 or 9.4 percent from $5,640,731 in FY 1999-00 to $6,170,010 in FY 2000-01. Of the $529,279 increase in

Department: RET RETIREMENT SYSTEM (continued)

Services of Other Departments, $485,352 or 92 percent represents increased services from the City Attorney and Department of Telecommunications and Information Services.

COMMENTS

1. Based on the justification provided, we are recommending approval of 4.50 FTEs of the 5.25 requested new positions shown on the prior page. We are recommending disapproval of 0.75 FTE, a Special Assistant XI as explained on the following page.

2. The Mayor's budget provides an increase of $977,442. Our recommended reductions, which total $217,280, would still allow an increase of $760,162 or 6.0 % in the Department's budget.

Department: RET - Retirement System

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Employee Deferred Compensation Plan (EDC)								
Retirement Services (FDD)								
2801	001	Permanent Salaries - Misc.				$ 2,585,543	$ 2,532,972	*
		*The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2805	001	Special Assistant X1	1370N	0.75	0.00	52,571	0	52,571
		The department has not adequately justified this position which has an annual salary of $68,225. The department states that this position will be used to provide functional and procedural oversight of all processing tasks associated with retirement services including performing quality assurance review of retirement functions. The Department is in the process of installing a new computer system, which should improve the reliability of services. The Budget Analyst notes that the department presently has 2 Senior System Accountants who could perform these functions. Additionally, we are recommending approval of 4.50 of the requested 5.25 new positions as listed on the prior page.						
2801	005	Temporary Salaries-Misc.				219,890	143,068	76,822
		Reduce temporary salaries to reflect transfer of four positions funded in FY 1999-00 in Temporary Salaries to Permanent Salaries. The proposed reduction of $76,822 represents the difference between the 9 months of funding for these positions in Permanent Salaries and the amount of $54,291 which the department had already reduced for Temporary Salaries.						

epartment: RET - Retirement System

age No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
01	013	Mandatory Fringe Benefits			$ 679,024	$ 658,442	$ 20,582
		Corresponds to reductions in Temporary Salaries.					
01	027	Professional & Specialized Services			901,100	851,100	50,000
		The proposed budget includes request for $150,000 for actuarial services and $300,000 for outside medical expenses. During FY 1999-00, the Department will expend approximately $316,000 for these items. Our proposed reduction of $50,000 for these two items will still leave the department with $400,000, which is $84,000 more than will be spent during FY 1999-00.					
01	081	Services of Other Department			5,853,890	5,836,585	17,305
		The proposed budget includes $59,800 for Workers Compensation Costs. However, the Department of Human Resources estimates that only $42,495 is needed for FY 2000-01. The revised budget of $42,495 is still greater than the Department of Human Resources estimated expenditures for Workers Compensation in FY 1999-00 of $41,754.					
		Total Recommended Reductions					$ 217,280

DEPARTMENT: TTX TREASURER/TAX COLLECTOR

FINANCIAL DATA:

The Treasurer/Tax Collector's proposed $20,877,545 budget for FY 2000-01 is $4,732,166 or 29.31 percent more than the original FY 1999-2000 budget of $16,145,379. The net increase from the revised FY 1999-2000 budget is $4,732,166 or 29.31 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Department Management	$ 1,762,999	$ 1,762,999	$ 3,801,194	$ 2,038,195
Investigations	-	-	-	0
Legal Service	520,051	508,023	532,940	12,889
Tax Assessment	496,867	494,017	465,014	(31,853)
TTX-Business Tax	4,837,301	4,829,969	7,255,319	2,418,018
TTX-Delinquent Revenue	3,309,742	3,183,222	3,284,254	(25,488)
TTX-Investment	712,070	712,070	756,556	44,486
TTX-Property Tax/Licensing	1,615,769	1,834,807	1,742,953	127,184
TTX-Tax Payer Assistance	841,243	770,935	874,026	32,783
TTX-Treasury Collector	2,049,337	2,049,337	2,165,289	115,952
Total Expenditures	$ 16,145,379	$ 16,145,379	$ 20,877,545	$ 4,732,166
Less Work Order Recoveries	(1,172,292)	(1,172,292)	(1,260,741)	(88,449)
Net Expenditures	$ 14,973,087	$ 14,973,087	$ 19,616,804	$ 4,643,717

Department: TTX TREASURER/TAX COLLECTOR (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 182.89 FTEs, which is 0.16 FTEs more than the 182.73 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Department Management	17.23	17.23	16.78	(0.45)
Legal Service	5.76	5.76	5.76	-
Tax Assessment	7.77	7.77	7.13	(0.64)
TTX - Tax Payer Assistance	11.20	11.20	11.87	0.67
TTX - Business Tax	46.14	46.14	45.47	(0.67)
TTX - Delinquent Revenue	44.55	44.55	44.62	0.07
TTX - Investment	5.45	5.45	5.45	-
TTX - Property Tax/Licensing	12.40	12.40	12.40	-
TTX - Treasury	32.23	32.23	33.41	1.18
Total	182.73	182.73	182.89	0.16

DEPARTMENT REVENUES

Department revenues have increased from $3,144,174 to $3,479,080 for a total of $334,906 or 9.81 percent and General Fund support has increased from $11,828,913 to $16,137,724 for a total of $4,308,811 or 36.4 percent. Approximately $140,000 of the increased revenues relate to increases expected on interest on City cash balances and $163,000 relates to fees received for the processing of passport applications for the U. S. Department of State, which is a service enhancement in FY 2000-01.

DESCRIPTION

1. The Department is requesting the addition of one new Principal Account Clerk at 0.75 FTE for FY 2000-01, resulting in a $38,367 increased salary expense for this position. This position, which is

Department: TTX TREASURER/TAX COLLECTOR (continued)

intended to staff the new passport application function, would annualize to 1.0 FTE with an annual salary at the top step of $50,960.

2. The Department has two major initiatives planned for FY 2000-01 that account for $3.2 million of the $4.7 million increase in the budget request in the current year. Additionally, the Business Tax Division has an increase of $1,124,858 to a total of $2,284,354 for the services of the Department of Technology and Information Services.

- The FY 2000-01 budget allocates $2.1 million to professional and specialized services for the acquisition, customization, and implementation of a new Business Tax System. The Department has stated that the new System will maximize revenue production, allow for the timely implementation of new legislation, allow vast improvement in service to the public both in terms of faster response and more comprehensive information, and enable progressive tax planning for the City through efficient access to strategic information.

- The Department has an increase in services from the City Attorney of $1.1 million related to anticipated pending litigation for the lawsuits filed by seven corporate plaintiffs against the City pertaining to the imposition of the City's Business Taxes. In May 2000, a summary judgement decision in favor of two of the plaintiffs was handed down by Superior Court, which the City plans on appealing. In FY 1999-00, the City incurred an additional $972,212 related to this same litigation.

COMMENT

The Mayor's budget provides an increase of $4,732,166. Our recommended reductions, which total $105,911, would still allow an increase of $4,626,255 or 28.65% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Treasurer/Tax Collector

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
TL Treasury								
19	001	Permanent Salaries				$1,344,317	$1,339,671	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
34	001	Attrition Savings - Misc.	9993M	0	0.1	0	(4,646)	4,646
		Attrition Savings--Misc. has been increased by $4,646 to offset the effect of the Department's upward substitution of a 4321 Cashier II position to a 1632 Senior Account Clerk, that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled position, at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						
39	013	Mandatory Fringe Benefits				378,928	377,720	1,208
		Corresponds to the reduction in salaries.						
TN Property Tax/Licensing								
52	027	Professional & Specialized Services				24,906	20,600	4,306
		To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
82	035	Other Current Expenses				142,650	127,650	15,000
		Reduce the amount increased for Official Advertising from $120,000 to $105,000, which is the amount of the actual 1999-00 expenditure adjusted by a cost of living factor for 2000-01. The recommended amount is still $59,634 more than the current budget amount.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Treasurer/Tax Collector

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FCO Business Tax								
2824	027	Professional Services				$70,000	$53,500	$ 16,500
		Department has plans to purchase 10 new laptop computers for analysts in this Division. Computers are budgeted at $3,000. This amount has been reduced to $2,500 per computer, with a savings of $500 for each of the 10 computers, or $5,000. Additionally, the Department has plans to upgrade from Office 97 to Office 2000 (computer software), but has not provided adequate justification for why the functionality of Office 97 is not sufficient for current operations of the Division. The budget has been reduced by $11,500 related to this planned upgrade						
2824	035	Other Current Expense				47,541	42,200	5,341
		To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
Business Tax Litigation								
2824	081	Services of Other Departments				1,058,946	1,038,182	20,764
		To reduce the City Attorney-Legal Services related to anticipated pending litigation for the lawsuits filed by corporate plaintiffs against the City pertaining to the imposition of the City's Business Taxes to the itemized estimate provided by the City Attorney's office						
FCO Taxpayer Assistance								
2826	005	Temporary Salaries--Misc.				58,117	41,558	16,559
		Reduce the temporary salaries for the Department to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						

partment: Treasurer/Tax Collector

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
26	013	Mandatory Fringe Benefits Corresponds to reduction in temporary salaries.				$144,207	$142,717	$ 1,490
26	035	Other Current Expense To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				17,284	9,000	8,284
S Delinquent Revenue								
27	035	Other Current Expense To reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				57,013	45,200	11,813
G Departmental Management								
0	027	Professional & Specialized Services				$2,162,050	$2,162,050	*

Reserve $1,162,050 of the budgeted amount of $2,162,050 for the replacement of the Business Tax System until such time as detailed information is submitted to the Board of Supervisors as to a firm bid and contract, and a formalized project plan for the customization of the software to ensure that the project is budgeted for an appropriate amount and to ensure that the expenditures are budgeted in the proper budget year. The Department has a recommendation prepared in November 1999 by a consultant of the Department of Telecommunications and Information Services (DTIS) that has identified a potential replacement system for the City's Business Tax System. The recommendation suggests the acquisition, conversion and customization of a system that was developed by and is currently being used in Seattle, Washington. The system, which the Department has stated is in the public domain, would need to be converted to an Oracle database (which is the City's database-of-choice) and would need customization since it is estimated to provide about 65 percent of the functionality desired by the Department. This customization has been preliminarily scoped. However an in-depth business analysis and specifications need to be developed.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Treasurer/Tax Collector

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings

The total budgeted amount of $2,162,050 is the estimated cost to obtain the system from Seattle, convert it to Oracle and customize it, using contract resources. The recommendation includes a project plan showing that the development and implementation of the new system is a two-year project, with costs divided into two years--$861,750 in the first year and $1,300,300 in the second year. A revised project plan prepared in May 2000 shows the work being performed in FY 2000-01 and 2001-02. Departmental staff have indicated that because of the critical need for this new system, they intend on compressing the process and completing as much of the project in FY 2000-01 as possible. The Department has stated that they have had discussions with DTIS and that DTIS has stated that they concur that the time-line for the project can be compressed.

The Budget Analyst questions the ability of the Department to compress the customization portion of this project at the same cost, given the shortage of Information Systems resources in the Bay Area. The Budget Analyst recommends that $1,162,050 of the total $2,162,050 budget for this project be reserved until such time as there is a firm bid and contract and a formalized project plan for the customization of the software to ensure that the project is budgeted for an appropriate amount and to ensure that the expenditures are budgeted in the proper budget year, and that all related information be presented to the Board of Supervisors for review and approval. Since the Treasurer has stated that the implementation of this system is critical, our recommendation provides the Department with $1,000,000 of the budget so that the project can be started without delay. This funding will allow the Department to acquire the software and the development hardware required for the project, as well as allow them to proceed with the conversion of the system to the Oracle database.

Total Recommended Reductions	$105,911
Total Recommended Reserves	$ 1,162,050

DEPARTMENT: GEN GENERAL CITY RESPONSIBILITY

FINANCIAL DATA:

The General City Responsibility's proposed $297,952,269 budget for FY 2000-01 is $29,568,104 or 9.03 percent less than the original FY 1999-2000 budget of $327,520,373. The net decrease from the revised FY 1999-2000 budget is $19,995,115 or 6.29 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
General City Responsibilities	$ 519,775,009	$ 516,383,876	$ 535,268,600	$ 15,493,591
Less General Fund Subsidy Transfer	(192,254,636)	(198,436,492)	(237,316,331)	(45,061,695)
Total Expenditures	$ 327,520,373	$ 317,947,384	$ 297,952,269	$ (29,568,104)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 2.00 FTEs, which is 2.00 FTEs more than the 0.00 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
General City Responsibilities	-	-	2.00	2.00
Total	-	-	2.00	2.00

Department: GEN GENERAL CITY RESPONSIBILITY (continued)

DESCRIPTION

The General City Responsibility budget is comprised of general responsibilities not covered by other City departments, including General Fund supported debt service.

The primary changes in General City Responsibility expenditures, which have decreased by a net amount of $29,568,104 from the Original Fiscal Year 1999-00 budget, are as follows:

$ 5,984,022	Increase in debt service for GO bonds
215,111	Transfer of two Committee on Information Technology (COIT) administrative support positions from Department of Telecommunications and Information Services; this transfer is intended to clarify that COIT serves as an independent body
(297,896)	Decrease in General Fund share of Health Service Admin cost
1,272,958	Increase in General Fund cost of Health Service subsidy for retirees; Medicare rates are the primary factor
204,916	Increase in San Francisco's partner obligation to the Peninsula Corridor Joint Powers Board for 2001
(200,000)	No Lease-Finance bonds will be sold this year; no initial payment is required
72,000	Recent legislation has approved a citywide-bonding program for officials; some funds are already budgeted for this purpose in departments; this amount represents the General Fund increase in cost for the proposed program

Department: GEN GENERAL CITY RESPONSIBILITY (continued)

$ 2,406,905	FY 2000-01 funding for continuing project to implement the JUSTIS system for Criminal Justice Departments (Police, Sheriff, Trial Courts, District Attorney and Public Defender). This is the unallocated General Fund portion of total FY 2000-01 costs of $6,202,540. Allocated expenditures of $3,795,635 ($6,202,540 less $2,406,905) are to be paid from funds allocated to customer department work orders ($1,750,000), State Trial Court funds ($1,675,635) and the Mayor's Criminal Justice Council ($370,000).
591,813	City Computer Store purchaser administration and oversight funded by administrative fee of 1.9 percent on all City department purchases from Computer Store vendors. This fee is required by an ordinance amending Administrative Code Section 21.8, adopted by the Board of Supervisors in June of 1999.

The expenditures detailed above, which total $10,249,829, are offset by reduced General City Responsibility expenditures for one time items and reserves funded in the FY 1999-00 budget, resulting in the net reduction of $29,568,104 in expenditures.

RECOMMENDATIONS

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: ADP ADULT PROBATION

FINANCIAL DATA:

The Department of Adult Probation's proposed $9,933,559 budget for FY 2000-01 is $440,530 or 4.64 percent more than the original FY 1999-2000 budget of $9,493,029. The net increase from the revised FY 1999-2000 budget is $337,800 or 3.52 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration-Adult Probation	$ 3,118,958	$ 3,221,688	$ 3,023,388	$ (95,570)
Community Services	4,391,257	4,391,257	4,760,816	369,559
Pre-Sentencing Investigation	1,982,814	1,982,814	2,149,355	166,541
Total Expenditures	$ 9,493,029	$ 9,595,759	$ 9,933,559	$ 440,530
Interdepartmental Recoveries	(24,000)	(24,000)	(94,000)	(70,000)
Net Expenditures	$ 9,469,029	$ 9,571,759	$ 9,839,559	$ 370,530

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 128.80 FTEs, which is 1.84 FTEs more than the 126.96 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration-Adult Probation	32.91	32.91	35.20	2.29
Community Services	65.28	65.28	64.84	(0.44)
Pre-Sentencing Investigation	28.77	28.77	28.76	(0.01)
Total	126.96	126.96	128.80	1.84

Department: ADP ADULT PROBATION (continued)

DEPARTMENT REVENUES

Department revenues have decreased by $92,743 or 5.2 percent and General Fund support has increased by $463,273 or 6.0 percent. Support from the General Fund has increased because the Department has lost significant amounts of grant funding.

DESCRIPTION

The $440,530 in proposed increased expenditures compared to the original FY 1999-00 budget is comprised of increased costs offset by savings and transfers as follows:

Increased costs for new positions and other personnel costs	$239,000
Increased mandatory fringe benefits costs for new positions & other personnel costs	$513,000
Increased costs in other current expenses.	$143,000
Which are offset by:	
Reductions in expenditures primarily due to loss of grant funding	-$454,000
Approximate Net Increase:	$441,000

Positions and benefits

The Department is proposing the addition of three new positions: a 1023 Administrator III, an 1824 Principal Administrative Analyst, and a grant-funded 4306 Collections Officer at a combined annual cost of $177,490 including mandatory fringe benefits. Annualization of three grant-funded 8444 Deputy Probation Officer positions added in FY 1999-00 accounts for an additional $51,780 cost in increased salary and benefits costs. Attrition savings have increased by $17,998, while salaries for temporary employees have dropped by $26,428. Additionally, substitutions resulted in a net savings of $16,466. Step increases would also result in some increases in salary and benefit funding.

Other Current Expenses

The Department would expend $89,000 in the form of a work order to support the full salary of one Department officer assigned to probation work in the Sheriff's Department. The remaining $54,000 would be expended on work orders to partially support two other probation-related positions at the Sheriff's Department.

Department: ADP ADULT PROBATION (continued)

Loss of Grant Funding

The Department will reduce some expenditures because of a reduction in grant funding. This loss will cause (a) the elimination of a $200,000 contract with the University of California to conduct program evaluations for the Department, and (b) the reduction or elimination of various other programs totaling $254,000.

COMMENT

The Mayor's budget provides an increase of $440,530. Our recommended reductions, which total $10,500 would still allow an increase of $430,030 or 4.5% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ADP - Adult Probation

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Admin. - Grants, Non-Project, Continuing								
4	060	Equipment Purchase				$10,500	$0	*
		* The recommended reductions in Equipment Purchase is the total of the following specific recommendations regarding individual classifications.						
3		Computers/Monitors	AP001N	5	0	10,500	0	$10,500
		Delete 5 computer monitors at $2,100 each. The Department had initially requested this item as part of a grant, but that grant was denied. According to the Department, this item remained in the budget by mistake.						
		Total Recommended Reductions						$10,500

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: AGW CONSUMER ASSURANCE, REGULATORY COMPLIANCE AND AGRICULTURAL STANDARDS

FINANCIAL DATA:

The Department of Consumer Assurance, Regulatory Compliance and Agricultural Standards' proposed $1,612,094 budget for FY 2000-01 is $83,278 or 4.91 percent less than the original FY 1999-2000 budget of $1,695,372. The net decrease from the revised FY 1999-2000 budget is $140,660 or 8.03 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
AG WTS & Measures Inspection	$ 1,695,372	$ 1,752,754	$ 1,612,094	$ (83,278)
Less Inter Departmental Recoveries	-	(57,382)	(88,800)	(88,800)
Net Expenditures	$ 1,695,372	$ 1,695,372	$ 1,523,294	$ (172,078)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 23.57 FTEs, which is 0.44 FTEs more than the 23.13 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
AG WTS & Measures Inspection	23.13	23.13	23.57	0.44
Total	23.13	23.13	23.57	0.44

Department: AGW CONSUMER ASSURANCE, REGULATORY COMPLIANCE AND AGRICULTURAL STANDARDS (continued)

DEPARTMENT REVENUES

Department revenues have decreased by a net of $166,255 or 12.5 percent and General Fund support has decreased by $5,823 or 1.6 percent. Approximately $75,000 of this decrease relates to a decline in State grant funds for the California Department of Food and Agriculture (CDFA) Pest Exclusion Program, a $50,000 decrease in Farmers' Market revenues, and a $59,000 reduction in expected revenue from other public safety charges.

DESCRIPTION

A half-time clerk typist and a 6218 Inspector of Weights and Measures, which were previously limited tenure positions, are being added to the budget as new permanent positions in 2000-01. This staff performs tobacco advertisement enforcement inspections under a work order to the Health Department's Tobacco Free Project.

Of the total decline in budgeted expenditures of $83,278, $42,000 relates to a decrease in the equipment budget (from $42,000 to $0 in the current budget year).

Department: AGW Admin Svcs--Dept. of Consumer Assurance

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
28	001	Permanent Salaries - Misc.				$920,961	$889,984	*
		* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification.						
31	001	Attrition Savings - Misc.	9993M	0.5	1.17	(23,033)	(54,010)	30,977
		To increase salary savings from 2.35 percent of salaries to 3.0 percent of salaries, for a total increase of $6,355. The Department will achieve an estimated 12.5 percent savings in FY 1999-00. Additionally, Attrition Savings--Misc has been increased by $24,622 to offset the effect of the Department's upward substitution of a 1446 Secretary II position to a 1367 Special Assistant VIII, that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled position, at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						
28	013	Mandatory Fringe Benefits				258,777	250,723	8,054
		Corresponds to the reduction in salaries.						
28	032	Utilities				13,600	4,000	9,600
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01. The Department states that a leak at Farmers' Market had increased utilities charges in previous years, however these charges have declined since the leak has been fixed.						
		Total Recommended Reductions						$48,631

DEPARTMENT: ANC ANIMAL CARE AND CONTROL

FINANCIAL DATA:

The Department of Animal Care and Control's proposed $2,821,323 budget for FY 2000-01 is $66,344 or 2.41percent more than the original FY 1999-00 budget of $2,754,979. The net increase from the revised FY 1999-00 budget is $104,279 or 3.84 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Animal Welfare	$ 2,744,979	$ 2,719,244	$ 2,821,323	$ 76,344
Total Operating Expenditures	$ 2,744,979	$ 2,719,244	$ 2,821,323	$ 76,344
Capital Improvements & Fac. Maint.	10,000	(2,200)	-	(10,000)
Total Expenditures	$ 2,754,979	$ 2,717,044	$ 2,821,323	$ 66,344

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 41.88 FTEs, which is 0.99 FTEs more than the 40.89 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Animal Welfare	40.89	40.89	41.88	0.99
Total	40.89	40.89	41.88	0.99

Department: ANC ANIMAL CARE AND CONTROL (continued)

The increase of 0.99 FTE represents the annualization of three new positions approved in the 1999-2000 budget.

DEPARTMENT REVENUES

The Animal Care and Control Department's projected Departmental revenue for FY 2000-01 remains unchanged at $188,000. General Fund support has increased by $104,279 or 4.1 percent.

DESCRIPTION

The net increase in the budget for FY 2000-01 of $66,344 is comprised of increased salary and MOU-related increases ($110,333) offset by a reduction in other expenditures ($43,989).

The proposed budget would allow ANC to comply with the recommendations of the Dog Off-Leash Advisory Task Force commissioned by the Board of Supervisors. Proposed funding includes an increase of $11,200 in materials and supplies. Of the $11,200, $8,050 would provide for 23 signs placed in existing designated off-leash areas reminding dog owners of their legal obligation to carry a leash and pick up dog waste, leash aggressive dogs, and keep dog vaccinations and licenses current. $3,150 of the proposed $11,200 increase would provide 21 dog waste bag dispensers for designated off-leash areas. Two designated off-leash areas currently have dog waste bag dispensers.

In addition, ANC's FY 2000-01 proposed budget includes $10,250 for the purchase of five portable communication radios, for animal control officers, that are compatible with the City's new communication system.

RECOMMENDATIONS

None.

DEPARTMENT: CME MEDICAL EXAMINER

FINANCIAL DATA:

The Medical Examiner's proposed $4,125,247 budget for FY 2000-01 is $359,027 or 9.53 percent more than the original FY 1999-2000 budget of $3,766,220. The net increase from the revised FY 1999-2000 budget is $360,814 or 9.58 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Medical Examiner-Administration	$ 711,381	$ 711,381	$ 739,227	$ 27,846
Medical Examiner-Investigative Services	1,197,479	1,197,479	1,243,540	46,061
Medical Examiner-Medical Services	1,857,360	1,855,573	2,142,480	285,120
Total Expenditures	$ 3,766,220	$ 3,764,433	$ 4,125,247	$ 359,027
Interdepartmental Recoveries	(10,000)	(10,000)	(15,734)	(5,734)
Net Expenditures	$ 3,756,220	$ 3,754,433	$ 4,109,513	$ 353,293

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 36.14 FTEs, which is 0.70 FTEs less than the 36.84 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Medical Examiner-Administration	7.11	7.11	7.13	0.02
Medical Examiner-Investigative Services	14.11	14.11	14.17	0.06
Medical Examiner-Medical Services	15.62	15.62	14.84	(0.78)
Total	36.84	36.84	36.14	(0.70)

Department: CME MEDICAL EXAMINER (continued)

DEPARTMENT REVENUES

Department revenues, which are Medical Examiner fees, have remained the same at $175,000 and General Fund support has increased by $353,293 or 9.9 percent.

DESCRIPTION

The increase in net Medical Examiner operating expenditures from the FY 1999-00 original budget is $359,027. Major expenditure changes in the proposed budget are summarized below:

- An increase in Salaries and Fringe Benefits of $86,305 due to mandated MOU increases which are already identified in the FY 2000-01 recommended budget..
- A proposed increase of $22,623 for Temporary Salaries, Premium Pay, Overtime and Holiday Pay.
- The Medical Examiner's Office is requesting $185,000 to purchase a new mass spectrometer gas chromatograph which is used to test for the presence of drugs, alcohol and other compounds. This purchase will replace an old and outdated gas chromatograph in the Toxicology lab.
- The Medical Examiner's Office is also requesting an increase of $37,896 to cover the increased service maintenance contract cost for refrigerators in autopsy and an increase of $20,977 for additional supplies that are required for an increase of work order services for the Police, Fire and Sheriff's Departments. The Budget Analyst recommends approval of these additional funds.

COMMENT

The Mayor's budget provides an increase of $359,027 or 9.58 percent. Our recommended reductions, which total $56,087, would still allow an increase of $302,940 or 8.04 percent in the Department's budget.

partment: CME Medical Examiner

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
dical Examiner - Administration (ASG)								
5	009	Premium Pay Reduce to FY 1999-00 expenditure level, adjusted by a cost of living factor for 2000-01.				$24,596	$21,596	$3,000
5	022	Training Reduce to FY 1999-00 expenditure level, adjusted by a cost of living factor for 2000-01.				16,870	13,400	3,470
5	035	Other Current Expenditures Reduce to FY 1999-00 expenditure level, adjusted by a cost of living factor for 2000-01.				58,100	55,800	2,300
dical Examiner - Medical Services (ASM)								
5	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				1,313,287	1,299,551	*
)	001	Attrition Savings - Mis. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	(2.62)	(2.77)	(239,914)	(253,650)	13,736

Department: CME Medical Examiner

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
46	009	Premium Pay Reduce to FY 1999-00 expenditure level, adjusted by a cost of living factor for 2000-01.				$35,615	$31,615	$4,000
46	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				263,224	260,477	2,747
46	035	Other Current Expenditures Reduce to FY 1999-00 expenditure level, adjusted by a cost of living factor for 2000-01				84,452	83,552	900
46	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				185,000	180,000	*
53	060	Gas Chromatograph Mass Spectrome To reduce the unit price by $5,000 from $185,000 to $180,000.				185,000	180,000	5,000
Medical Examiner - Investigations (ASN)								
48	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				796,307	779,653	*

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: CME Medical Examiner

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
51	001	Attrition Savings - Misc.	9993M	(0.29)	(0.55)	($18,533)	($35,187)	$16,654
		Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.						
48	013	Mandatory Fringe Benefits				205,172	200,892	4,280
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$56,087

DEPARTMENT: CRT TRIAL COURTS

FINANCIAL DATA:

The Trial Courts' proposed $39,691,700 budget for FY 2000-01 is $2,506,958 or 6.74 percent more than the original FY 1999-2000 budget of $37,184,742. The net increase from the revised FY 1999-2000 budget is $1,968,702 or 5.22 percent. The $39,691,700 budget amount excludes expenditures that will be funded by the State Trial Court Agency Fund in FY 2000-01. When combined with State Trial Court Agency Fund funding, which is estimated to be $36,240,041 in FY 2000-01, the Trial Court's total budget will be $75,931,741.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Accounting Automation	$ -	$ -	$ -	$ -
Court House Construction	4,535,103	4,560,103	4,992,470	457,367
Dispute Resolution Program	349,000	355,022	422,573	73,573
District Attorney Child Support Services	1,107,336	1,107,336	1,225,791	118,455
Indigent Defense/Grant Jury	5,918,930	6,426,930	7,173,430	1,254,500
Municipal Court Services	25,096,558	25,096,558	25,025,845	(70,713)
Superior Court Services	141,815	166,049	136,591	(5,224)
Subtotal	37,148,742	37,711,998	38,976,700	1,827,958
Trial Court Services	-	-	-	-
Total Operating Expenditures	$ 37,148,742	$ 37,711,998	$ 38,976,700	$ 1,827,958
Capital Improvements & Fac. Maint.	36,000	11,000	715,000	679,000
Total Expenditures	$ 37,184,742	$ 37,722,998	$ 39,691,700	$ 2,506,958

Department: CRT Trial Courts

Department Personnel Summary:

The number of full-time equivalent positions budgeted for FY 2000-01 is 577.74 FTEs, which is 7.00 FTEs more than the 570.74 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
District Attorney Child Support Services	14.50	14.50	16.75	2.25
Municipal Court Services	3.00	3.00	-	(3.00)
Superior Court Services	1.00	1.30	1.75	0.75
Trial Court Services	552.24	552.24	559.24	7.00
Total	570.74	571.04	577.74	7.00

Department Revenues

Department revenues have increased by $8,103,973 or 13.9 percent and General Fund support has increased by $1,789,946 or 5.7 percent. The increased revenues consist of increased State Trial Court Agency Fund funding, increases in court filing fee revenue, and State subventions.

Description

Under State law, the Board of Supervisors has authority over only a portion of the total Trial Courts budget. For FY 2000-01, the amount subject to Board review and approval is $16,350,290. That is the amount remaining from the total Trial Courts proposed budget of $75,931,741 after deducting State Trial Court Agency Fund funding of $36,240,041 and the mandated local contribution of $23,341,410. The table on the following page shows the funding sources of the Trial Court's budget.

Department: CRT TRIAL COURTS

A breakdown of funding sources and proposed expenditures amounts for FY 2000-01 is as follows:

Source	Funds Provided by	Proposed Expenditure Amount
State Trial Court Agency Fund	State funds	$36,240,041[1]
State mandated local maintenance of effort	City and County General Fund, as mandated by the State to obtain State Trial Court Agency Fund funding	23,341,410
State Funding Total		$59,581,451
City and County	1. City and County General Fund supported, at discretion of City and County	$9,657,059
	2. Courthouse Construction Fund	4,992,470
	3. Filing Fees & Other Funds	1,700,761
		$16,350,290
Total Operating Budget		**$75,931,741**

(1) The final amount of State funding will not be known until later in the summer after the State budget is adopted. The amount shown represents the best estimate of the level of Trial Court funding for FY 2000-01 available at this time.

Department: CRT TRIAL COURTS

The approximately $16.4 million in proposed FY 2000-01 Trial Courts costs subject to local approval is comprised of the following:

	Original 1999-00	Proposed 2000-01	$ Change	% Change
General Fund supported:				
Juvenile Dependency Mediation	$141,815	$136,591	($5,224)	-3.7%
Fringe benefits for Municipal Ct. judges	87,200	110,000	22,800	26.1%
Rent for storage of court files	3,500	3,500	-	0.0%
Services of other departments, Municipal Ct.	1,386,729	1,416,435	29,706	2.1%
Utilities (575 Polk St.)	4,500	4,500	-	0.0%
Drug Court facility improvements	-	715,000	715,000	0.0%
Indigent defense	5,900,000	7,150,000	1,250,000	21.2%
Office of Family Law Facilitator (GF portion)	196,591	97,603	(98,988)	-50.4%
Grand Jury expenses	18,930	23,430	4,500	23.8%
Subtotal General Fund	$7,739,265	$9,657,059	$1,917,794	24.8%
Filing fees, grants and other funds:				
Alternative Dispute Resolution (1)	$349,000	$422,573	$73,573	21.1%
Children's waiting rooms (1)	121,848	150,000	28,152	23.1%
Drug Court operating costs	181,371		(181,371)	-100.0%
Office of Family Law Facilitator (non-GF portion) (2)	910,745	1,128,188	217,443	23.9%
Courthouse construction debt service (3)	4,535,103	4,992,470	457,367	10.1%
Subtotal Fees/other	$6,098,067	$6,693,231	$595,164	9.8%
GRAND TOTAL	**$13,837,332**	**$16,350,290**	**$2,512,958**	18.2%

(1) Funded by court filing fees

(2) Funded by State AB 1058 funds

(3) Courthouse construction fee funded by court filing fees and parking citation fee

As shown, the proposed General Fund contribution to the Trial Courts is proposed to increase by $1,917,794, or by 24.8 percent over the original Fiscal Year 1999-00 budget. The increase is primarily due to: 1) a proposed increase in fees for private attorneys and investigators who provide indigent defense services in cases where the Public Defender's Office has a conflict of interest (+$1,250,000); and, 2) one time remodeling costs for the drug court at the Hall of Justice (+$715,000). Other less significant increases are proposed for the children's waiting rooms (+$28,152) fringe benefits for Municipal Court judges (+$22,800), services of other departments (+$29,706) and Grand Jury costs (+$4,500). General Fund decreases are proposed for Juvenile Dependency Mediation services (-$5,224) and the General Fund portion of the Office of the Family Law Facilitator (-$98,988).

Costs for programs and services funded by filing fees, grants, and other sources (but not eligible for State Trial Court Agency funding) are proposed to increase by $595,164 due to increases in courthouse construction debt service costs (+$457,367) and increased operating costs of the Office of Family Law Facilitator and Alternative Dispute Resolution program. An offsetting $181,371 cost

Department: CRT TRIAL COURTS

decrease is proposed as drug court operating costs are being transferred to the Court's State Trial Court budget for FY 2000-01 though the program will continue to be grant funded.

The net effect of all proposed increases and decreases in all areas not eligible for State Trial Court Agency funding is an increase of $2,512,958, or 18.2 percent, in proposed locally approved funding for the Trial Courts.

Court Unification

Proposition 220, the State ballot measure adopted by vote in the general election of June, 1998, provided for voluntary unification of superior and municipal courts in California into one countywide superior court. The trial courts of the City and County of San Francisco unified their operations in December 1998 and changed their name to the Superior Court. Provisions of the measure included abolishing the municipal court in each county, making all judges and employees superior court judges and employees, respectively, and eliminating municipal court cases, replacing them with "limited civil cases".

The California Legislative Analyst reported that the fiscal impact of Proposition 220, while not entirely certain, should lead to net savings in the long term through greater efficiency and flexibility in the assignment of judges, reductions in the need for new judgeships, improved records management, and reduced administrative costs. To date, the San Francisco Trial Courts report that they have not incurred net savings as result of unification though they expect to realize such savings in the future.

COMMENT

The Mayor's budget provides an increase of $2,506,958. Our recommended reductions, which total $1,188,088, would still allow an increase of $1,318,870, or 3.5% in the Department's budget.

partment: CRT - Trial Courts

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ldren's Waiting Room - General Fund Annual Project								
9	027	Professional and Specialized Services				$150,000	$126,000	$ 24,000
		The proposed amount of funding for the Children's Waiting room project at the courthouse was estimated and included in the budget before a contract had been finalized with the service providers. The court now reports that it is seeking a cost of living adjustment over last year's funding level for this project. The amount recommended allows for a 3.5 percent increase over the FY 1999-00 funding level.						
gent Defense - General Fund Annual Project								
1	026	Court Fees & Other Compensation				7,150,000	6,546,000	604,000
		The requested $7,150,000 consists of a base amount of $5,920,000 for private court appointed counsel and attorneys who represent indigent defendants when the Public Defender has a conflict of interest and an increase of $1,230,000 to cover additional costs resulting from a proposed increase in the hourly rates paid to private attorneys and investigators. The proposed increases for attorneys would increase their hourly rates from between $55 and $95 per hour to between $55 and $125 per hour, depending on the type of case. The proposed increases range from 25 to 33 percent (the rate for misdemeanors would remain the same under the proposal). The proposed increase for investgators is 28.6% from $35 to $45 per hour.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: CRT - Trial Courts

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		This recommended reduction consists of two components The first is a reduction in the base amount of funding of $109,600 due to a reduction in the number of cases that will be assigned to private counsel in FY 2000-01 as a result of the Public Defender resuming its services in one of the Court's four preliminary hearing courtrooms in FY 1999-00						
		The estimated impact of the proposed increase in attorney rates would be approximately $955,000 per year in addition to base costs for private attorneys of approximatley $4 0 million annually. The rate of increase proposed for private court appointed counsel is based on the rate of increase in the salaries of City-employed attorneys. The private indigent defense attorneys have not had an increase in their hourly rates since 1990 and, in fact, lowered their rates in 1992 However, their average hourly rate in 1990 was already higher than the average hourly rate of Public Defender attorneys						
		The proposed increase in hourly rates for attorneys would result in the private attorney's average hourly cost and average cost per case both exceeding the same costs for the Office of the Public Defender for comparable cases With respect to the statement by the Presiding Judge of the Superior Court that the Budget Analyst was comparing oranges to apples regarding hourly rates of outside attorneys and the Public Defender attorneys, the Budget Analyst's comparison of hourly rates was based on Public Defender attorneys assigned only to felony cases and represented a valid comparison to the Bar Association's hourly rates for felony cases. The Budget Analyst proposes an alternative rate schedule that would allow for an average increase of approximately 11 percent and would bring the average cost per hour of the private attorneys to a level comparable to the average cost per hour of Public Defender attorneys. This level of increase would reduce the proposed funding level for indigent defense costs by another $494,400, the second component of the total recomemnded reduction of $604,000.						

partment: CRT - Trial Courts

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		The Budget Analyst also recommends that the City conduct an analysis of the comparative costs of creating a second Public Defender's Office in lieu of using private counsel for all conflict of interest cases. A preliminary analysis conducted by the Budget Analyst indicates that the private court appointed counsel cases are already higher than the average costs per case of the Public Defender's office for comparable cases. If that is proven to be true after futher detailed analysis, the City could potentially save on its total indigent defense costs through creation of a second Public Defender's Office. Such offices have been established in other counties in California such as San Diego and Contra Costa counties. The Budget Analyst does recommend an increase in the rates paid to private investigators on court appointed cases, which have not been increased since 1984 and would be made comparable to investigators in Public Defender's Office through the proposed increase. The estimated impact of the investigators rate increase is $275,000 per year which is included in the $7,150,000 Court Fees and Other Compensation budget.						
urthouse Construction - Courts' Special Revenue Fund Annual Projects								
7	070	Debt Service The amount of debt service on the courthouse should remain the same as last year. Our recommended reduction of $515,247 is the amount of funding which is not needed for the Court's debt service.				4,751,401	4,236,154	515,247

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: CRT - Trial Courts

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
District Attorney Child Support Services - General Fund Non Project								
79	001	Permanent Salaries				$935,599	$864,424	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications						
83		Judicial Clerk	0681 N	1.5	0.75	71,175	35,587	$35,588
		The Court is requesting one new 0676 Research Assistant (.75 FTE for FY 2000-01) and two new 0681 Senior Judicial Clerks (1.5 FTEs for FY 2000-2001) for the Office of Family Law Facilitator. The Research Assistant would help clients find needed services both within the Court and in the community. The two Senior Judicial Clerks would assist with clerical duties in the office. The Budget Analyst recommends approval of the one new Research Assistant position (.75 FTE) and one of the two requested Judicial Clerks (or .75 of the 1.5 FTEs requested). Though workload has increased in this division, the program currently already has 5.5 Judicial Clerk, Senior Judicial Clerk, and Judicial Secretary positions budgeted out of its authorized 14.5 positions to perform clerical duties for the Office of the Family Law Facilitator.						
79	013	Mandatory Fringe Benefits				223,168	213,915	9,253
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$ 1,188,088

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: DAT DISTRICT ATTORNEY

FINANCIAL DATA:

The District Attorney's proposed $27,516,010 budget for FY 2000-01 is $357,687 or 1.32 percent more than the original FY 1999-2000 budget of $27,158,323. The net increase from the revised FY 1999-2000 budget is $131,753 or 0.48 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration - Criminal & Civil	$ 706,446	$ 706,446	$ 635,195	$ (71,251)
Career Criminal Prosecution	709,365	709,365	680,733	(28,632)
Child Abduction	511,115	511,115	547,271	36,156
Child Support Services Program	287,882	287,882	-	(287,882)
Family Violence Program	444,860	444,860	429,280	(15,580)
Felony Prosecution	13777261	13777261	14232279	455018
IPP/Subpoena Program	319,995	319,995	309,374	(10,621)
Misdemeanor Prosecution	1,727,674	1,727,674	1,678,217	(49,457)
Support Services	2,461,688	2,461,688	2,496,310	34,622
Work Orders & Grants	6,212,037	6,437,971	6,507,351	295,314
Total Expenditures	$ 27,158,323	$ 27,384,257	$ 27,516,010	$ 357,687
Interdepartmental Recoveries	(2,442,976)	(2,603,831)	(2,672,842)	(229,866)
Net Expenditures	$ 24,715,347	$ 24,780,426	$ 24,843,168	$ 127,821

Department: DAT DISTRICT ATTORNEY (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 268.97 FTEs, which is 6.43 FTEs more than the 262.54 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration - Criminal & Civil	3.56	3.56	3.56	-
Career Criminal Prosecution	5.78	5.78	5.78	-
Child Abduction	5.75	5.75	5.66	(0.09)
Family Violence Program	4.82	4.82	4.56	(0.26)
Felony Prosecution	113.86	113.86	114.97	1.11
IPP/Subpoena Program	4.90	4.90	4.90	-
Misdemeanor Prosecution	19.08	19.08	18.16	(0.92)
Support Services	39.39	39.39	40.10	0.71
Work Orders & Grants	65.40	65.40	71.28	5.88
Total	262.54	262.54	268.97	6.43

DEPARTMENT REVENUES

Department revenues have decreased by $144,822 or 2.6 percent and General Fund support has increased by $272,643 or 1.4 percent.

DESCRIPTION

The $357,687 increase in the Department's proposed budget is explained primarily by:

- Permanent salaries, which are proposed to increase by $325,022 for the addition of two new 1873 Legal Assistants, one a work-ordered position by the Police Department and the other paid for by State SB-90 monies, a new part-time 8132 District Attorney's Investigator work-ordered by the Child Support Services Department, 4 ½ additional grant-funded positions, and step increases for existing positions.

Department: DAT DISTRICT ATTORNEY (continued)

- Mandatory Fringe Benefits which would increase by $421,037 primarily due to the FY 2000-01 reinstatement of mandatory employer contributions to the Public Employee Retirement System.
- An increase in Travel and Training expenses of $10,500.
- Other small, miscellaneous increases.

These increases would be offset by:

- A $171,080 reduction in Equipment Purchases
- A $52,980 reduction in Materials and Supplies and Other Materials and Supplies
- A $30,636 reduction in Other Current Expenses
- A $19,416 reduction in Rents and Leases
- Miscellaneous savings and reductions, including reduced transfers to other departments.

COMMENT

The Mayor's budget provides an increase of $357,687. At the direction of the Finance and Labor Committee, we are reducing the City Attorney's budget and providing an increase of $133,771 to the District Attorney's budget in order for the District Attorney to assume responsibility for prosecuting quality of life infractions. That function is currently performed by the City Attorney at an authorized annual cost for a full year of approximately $300,698. However, since the effective startup date of this program in the District Attorney's budget will be approximately August 1, 2000, or 11 months in FY 2000-2001, we are leaving approximately one month of funding in the City Attorney's budget of $25,058 and reducing 11 months of funding of approximately $275,640 in the City Attorney's budget.

The 11-month cost of this program in the District Attorney's budget is estimated at $133,771. Therefore, when combined with the $275,640 in reductions to the City Attorney's budget, the increase of $133,771 recommended for the District Attorney will result in a net decrease in the overall City's budget of $141,869 ($275,640 decrease less $133,771 increase) in FY 2000-00. In total, by funding this addition of $133,771 in the District Attorney's budget, the District Attorney's budget would increase by $491,458 ($357,687 recommended in the Mayor's budget and $133,771 recommended by the Finance and Labor Committee), or 1.8 percent if these adjustments are made.

Department: DAT - District Attorney

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Misdemeanor Prosecution - General Fund Non-Project								
128	001	Permanent Salaries - Misc.				$1,321,189	$1,423,195	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
147		District Attorney's Investigator	8132N	0.00	1.50	0	45,176	(45,176)
147		Trial Attorney	8176N	6.00	6.90	628,367	685,197	(56,830)

These three positions (2.4 FTEs for FY 2000-01) are recommended at the direction of the Finance and Labor Committee for prosecution of quality of life infractions. The District Attorney, who normally has jurisdiction for the prosecution function, authorized the City Attorney to prosecute these type of cases in FY 1999-00. The District Attorney is now withdrawing authorization for the City Attorney to continue performing this function as of August 1, 2000 and is proposing assuming responsibility for this function for approximately $155,813 per year, or $144,885 less than the City Attorney's $300,698 costs authorized for this purpose. At the direction of the Finance and Labor Committee, the Budget Analyst has included $133,771 in increased salaries and benefits in the District Attorney's budget for funding for this function for 11 months in FY 2000-01 and an eleven month reduction of $275,640 in the City Attorney's salary and benefits costs to provide funding for this function for only one month in the City Attorney's Office until the District Attorney assumes responsibility for this function on approximately August 1, 2000. The net savings from transferring this function in FY 2000-01 will be $141,869.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: DAT - District Attorney

ge	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1		Mandatory Fringe Benefits				312,323	344,088	(31,765)
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						($133,771)

DEPARTMENT: FIR FIRE DEPARTMENT

FINANCIAL DATA:

The Fire Department's proposed $204,010,186 budget for FY 2000-01 is $29,556,653 or 16.94 percent more than the original FY 1999-2000 budget of $174,453,533. The net increase from the revised FY 1999-2000 budget is $27,463,678 or 15.56 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration-Fire Dept.	$ 9,231,529	$ 9,321,460	$ 13,196,258	$ 3,964,729
Consent Decree/Stipulated Order	-	-	-	-
Fire Airport	7,438,237	7,438,237	8,899,868	1,461,631
Fire Bureau of Training	3,134,596	3,363,415	9,926,154	6,791,558
Fire Computer Aided Dispatch	317,867	317,867	-	(317,867)
Fire Investigation	1,227,684	1,227,684	1,301,246	73,562
Fire Neighborhood Emerg. Resp. Training	-	-	-	-
Fire Port Fireboat	1,310,143	1,310,143	1,422,588	112,445
Fire Prevention	4,449,711	4,498,557	4,811,003	361,292
Fire Support Services	7,736,349	7,825,668	12,143,892	4,407,543
Fire Suppression	136,297,048	137,783,108	142,126,266	5,829,218
Work Order Services	3,114,369	3,264,369	3,397,191	282,822
Total Operating Expenditures	$ 174,257,533	$ 176,350,508	$ 197,224,466	$ 22,966,933
Facilities Maintenance	196,000	196,000	6,785,720	6,589,720
Total Expenditures	$ 174,453,533	$ 176,546,508	$ 204,010,186	$ 29,556,653
Less Work Order Recoveries	(1,986,652)	(2,136,652)	(3,776,161)	(1,789,509)
Net Expenditures	$ 172,466,881	$ 174,409,856	$ 200,234,025	$ 27,767,144

Department: FIR FIRE DEPARTMENT (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,866.72 FTEs, which is 10.30 FTEs more than the 1,856.42 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	37.72	37.72	36.12	(1.60)
Fire Airport	84.70	84.70	94.45	9.75
Fire Bureau of Training	16.75	16.75	17.00	0.25
Fire Computer Aided Dispatch	1.00	1.00	-	(1.00)
Fire Investigation	13.33	13.33	13.33	-
Fire Port Fireboat	11.52	11.52	11.52	-
Fire Prevention	50.42	50.42	51.12	0.70
Fire Support Services	56.51	56.51	57.77	1.26
Fire Suppression	1,554.86	1,554.86	1,554.41	(0.45)
Work Order Services	29.61	29.61	31.00	1.39
Total	1,856.42	1,856.42	1,866.72	10.30

DEPARTMENT REVENUES

Department revenues have increased by $7,008,570 or 14.8 percent and General Fund support has increased by $19,184,498 or 16.5 percent.

DESCRIPTION

The proposed net Fire Department budget for FY 2000-01 budget has increased by $27,767,144. Major increases include:

1. The budget for Salaries and Benefits has increased $15,707,350 or 10.36 percent from $151,656,323 in FY 1999-00 to $167,363,673 in FY 2000-01. Major increases/new positions include:

Department: FIR FIRE DEPARTMENT (continued)

- Retirement Payout costs associated with anticipated Firefighter retirement pay have increased by $750,000 or 50.0 percent from $1,499,170 to $2,249,170.

- An increase of 8 new Firefighter and 5 Firefighter/Paramedic FTE positions to staff a second engine company at Treasure Island. The annualized cost for each of these 13 new FTE for Permanent Salaries and Fringe Benefits is $78,575 at the top step.

- An increase of 9 FTE new Fire Rescue Paramedic for the new International Terminal at the Airport. The annualized cost for each of these 9 new FTE for Permanent Salaries and Fringe Benefits is $73,546 at the top step.

- A reclassification of 110 H1 Fire Rescue Paramedics and 27 H2 Firefighter positions to H3 Firefighter/Paramedic positions with an increased annual cost of $828,296 for Permanent Salaries and Fringe Benefits.

- Holiday and Premium pay costs has increased by $3,652,415 or 45.3 percent from $8,059,201 to $11,711,616.

- Overtime pay has increased by $3,344,193 or 60.5 percent from $5,525,635 to $8,869,828.

- An increase of 3.75 new personnel clerks to replace Uniformed personnel at the assignment desk. The annualized cost for the 5 new FTE for Permanent Salaries and Fringe Benefits is $51,236 at the top step.

- An increase of 0.75 for a new Departmental Personnel Officer. The annualized cost for this new FTE for Permanent Salaries and Fringe Benefits is $98,296 at the top step.

2. Materials and Supplies have increased $2,009,736 or 70.1 percent from $2,866,416 to $4,876,152. The increased funding of $1,900,000 for Uniforms and Personnel Protective Equipment represents almost all of this increase.

3. Equipment costs have increased $1,297,898 or 32.2 percent from $4,025,302 to $5,323,200. Equipment lease costs have decreased by $1,100,202, while equipment purchases have increased by $2,398,100. Major equipment replacement purchases include: 3 engines for $882,000, 3 ambulances for $399,000, rescue squad truck for $250,000 and a new ladder truck for Treasure Island costing $505,000.

4. Rental cost payable to the Treasure Island Project is budgeted for the first time in the amount of $2.1 million for rent associated with the Fire Training Facility at Treasure Island.

5. Department of Telecommunication and Information Services costs have increased by $815,304 or 26.7 percent from $3,050,250 to $3,865,554. These funds pay for the Fire Department's share of the operation and support of the 911 system and the Department's telephone services.

6. Workers Compensation costs have increased by $1,216,522 or 23.4 percent from $5,200,000 to $6,416,522.

7. Capital Improvements have increased by $3,925,720, to be funded from 1992 Fire Protection Bonds.

Department: FIR FIRE DEPARTMENT (continued)

8. Maintenance costs of the Auxiliary Work Supply System have increased by $1,031,979 or 81.4 percent from $1,268,021 to $2,300,000.

COMMENTS

1. Within the net increase of 10.30 FTEs, there are 26.50 budgeted new positions. Based on the justification provided, we are recommending approval of 9.5 FTEs of the 26.50 requested new positions. We are recommending disapproval of 17.00 FTEs, as explained in our recommendations.

2. The Mayor's budget provides a net increase of $29,556,653. Our recommended reductions, which total $2,682,163, would still allow an increase of $26,874,490 or 15.4 % in the Department's budget.

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Fire Suppression (AEC)								
167	002	Permanent Salaries - Uniform				$ 103,278,142	$ 102,658,241	*
		*The recommended reduction in Permanent Salaries - Uniform is the total of the following specific recommendations regarding individual classifications						
187	002	Attrition Savings - Uniform	9993M			(2,588,359)	(3,208,260)	619,901

Attrition Savings-Uniform has been increased by $619,901 to offset the effect of the Department's upward substitution of H1 Fire Rescue Paramedics to H3 Firefighter/Paramedics that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.

The Department currently has 101 FTE H3 Firefighter/Paramedic filled positions, which is 92 FTE H3 Firefighter/Paramedic positions more than the 9 positions which are currently authorized in the FY 1999-00 Board of Supervisors approved budget. These substitutions have taken place by the Department to complete the EMS merger into the Fire Department. However, the H1 Fire Rescue Paramedic MOU states: "The Department shall make available to all interested H-1s, full cross-training as H-3 Firefighter Paramedics within a reasonable time based on budgetary restrictions and operational constraints." Therefore, the Department should have obtained Board of Supervisors approval prior to the upward substitution of these positions.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

partment: FIR Fire Department

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
87	002	Retirement Payout	RTPOU N			$ 750.000	$ 750.000	*

*The Department has not adequately justified these funds. These funds are used to pay retiring Uniform staff their vested vacation at retirement. According to Department staff most Uniformed Personnel retire either on June 30 or December 31. Therefore, the Department should be able to accurately compute the amount required for this expenditure. We recommend that these funds of $750.000 be reserved until the Fire Department can precisely compute the amount needed for Retirement Payouts based upon actual retirements.

57	011	Overtime				5,599,772	5,599,772	*

* The budgeted amount included a $3.9 million transfer of Overtime Funds from Project PFC 120 - Firefighter Testing and Hiring Project as part of the Mayors Technical adjustments. The Budget Analyst recommends that one-third of the Overtime budget of $5,599,772 or $1,866,591 be reserved pending a report to the Board of Supervisors of all steps taken by the Department to ensure that the Department is complying with its Overtime appropriation limit as established by the Board of Supervisors. The Department's Overtime budget for all Divisions for FY 2000-01 has increased by $3,344,193 or 60.5 percent from $5,525,635 to $8,869,828.

According to Fire Department staff, based upon the existing overtime model used by the Department, the Department is fully funded for Overtime in FY 2000-01. A critical factor in this projection is the completion of 4 cadet classes in FY 2000-01 which will allow the Department to hire144 new Firefighters. The Department projects that in May and June 2001, the Department will have sufficient firefighting staff so that no overtime will be needed for these months. The Department made the same projection for FY 1999-00. However, a third budgeted cadet class was not conducted and as a result of this staffing shortage, the Department was forced to request a supplemental appropriation for Overtime totaling $1,099,656.

7	013	Mandatory Fringe Benefits				17,554,872	17,443,290	111,582

Corresponds to reduction in salaries.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
PFC130 Firefighter Uniforms and Turnouts							
168	045 Safety				$ 1,900,000	$ 1,298,000	$ 602,000

The Department has requested $1.9 million to provide uniform replacement, and personnel protective equipment (PPE) for firefighting staff. In addition the Department received $1,148,843 for uniforms and PPE in a Supplemental Appropriation approved in June 2000. Our review of the Department's proposed expenditures for the requested $1,900,000 indicates that the Department plans to expend $840,000 on uniform replacements. However, the Department has subsequently provided information that indicates that a $285 replacement uniform allowance per Uniformed Firefighter or $513,000 for 1,800 Uniformed Firefighters, would be adequate. Given this information, we recommend a reduction of $327,000 related to uniform replacements ($840,000 less $513,000).

The Department's request also includes $550,000 to purchase 1,200 Turnout Coats which is part of the PPE. The intent of this request is to provide a second set of Turnout Coats for each Firefighter. The Department's request is based upon a Draft Settlement of a Union grievance which states: "The Department will maintain as its long-term goal the provision of a second set of PPE for all members. Until this goal is met, the Department will maintain a sufficient number of sets of loaner PPE and will implement a procedure to provide the sets when necessary. One hundred and fifty-five (155) new sets of turnouts will arrive by May 31, 2000 for cadets, the loaner program, and members in critical need of new turnouts. The 2000-01 budget, subject to the Mayor's approval, will include funds to provide all members with a new first set of turnouts. Subsequent budgets over the following three (3) years will include funds to gradually provide all members with a second set of turnouts."

The Budget Analyst notes that the Department currently does not provide a second set of Turnout Coats to staff, and according to the Deputy Chief of Operations, the Department has not provided a second set of PPE to staff in the past. In addition, the Department has not provided the Budget Analyst with cost estimates to implement this agreement to provide the first set of new Turnouts and a second set to members over a three year period.

Current authorized staffing in the Suppression Division is 347 Uniformed staff per 24 hour watch. Rather than purchasing an additional turnout coat for each firefighter, we recommend that the department purchase 600 Turnout Coats to establish a replacement reserve inventory for each Fire Department Facility. Such a reserve would fully comply with the settlement of the Union grievance and provide for immediate replacement of Firefighter Turnouts whenever such replacement is required. This reduction of 600 Turnout Coats will result in the savings of $275,000.

This recommendation for FY 2000-01 would still provide the Department with $4,274,152 for Materials and Supplies which is an increase of $1,407,736 or 49.1 percent over the FY 1999-00 Materials and Supplies budget of $2,866,416. In summary, we recommend a reduction of $327,000 for uniform replacements and a reduction of $275,000 for Turnouts or a total reduction of $602,000. Our recommendations will still provide $513,000 for uniform replacements or $513,000 more than in FY 1999-00 original budget, and $275,000 for Turnouts or $275,000 more than in FY 1999-00 original budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Fire Prevention (AED)								
70	012	Holiday Pay Based upon the provision of the new Firefighter MOU, non-suppression personnel are entitled to Holiday Pay only for those holidays they actually work. The proposed reduction reduces Holiday Pay to FY 1999-00 spending level adjusted for salary increase.				$ 21,883	$ 11,598	$ 10,285
70	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				715,078	714,152	926
Fire Investigation (AEE)								
71	012	Holiday Pay Based upon the provision of the new Firefighter MOU, non-suppression personnel are entitled to Holiday Pay only for those holidays they actually work. The proposed reduction reduces Holiday Pay to FY 1999-00 spending level adjusted for salary increase.				9,535	3,495	6,040
71	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				169,640	169,096	544
Support Services (AEF)								
72	001	Permanent Salaries - Misc. *The recommended reduction in Permanent Salaries - Uniform is the total of the following specific recommendations regarding individual classifications.				1,227,259	1,196,761	*

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
190	001	Personnel Clerk	1202N	3.75	3.00	$ 152,489	$ 121,991	$ 30,498
		Disapprove the Department's request for 1 of 5 FTE new positions requested to staff the Department's assignment desk. This request for 5 FTE positions is offset by a reduction of 2 of the 4 - H20 Lieutenant FTE and a reduction of overtime. According to Department staff, the operational plan for the assignment desk provides for 4 FTEs per day or 28 work shifts per week. The Budget Analyst recommends the approval of 4 FTE new positions which, when combined with the remaining 2 Lieutenants will provide for 30 shifts per week. Therefore the Budget Analyst is recommending approval of 4 of the 5 requested positions.						
172	012	Holiday Pay				20,033	8,624	11,409
		Based upon the provision of the new Firefighter MOU, non-suppression personnel are entitled to Holiday Pay only for those holidays they actually work. The proposed reduction reduces Holiday Pay to FY 1999-00 spending level adjusted for salary increase.						
172	013	Mandatory Fringe Benefits				748,327	739,371	8,956
		Corresponds to reduction in salaries.						
Fire Bureau of Training (AEG)								
174	012	Holiday Pay				21,053	5,386	15,667
		Based upon the provision of the new Firefighter MOU, non-suppression personnel are entitled to Holiday Pay only for those holidays they actually work. The proposed reduction reduces Holiday Pay to FY 1999-00 spending level, adjusted for salary increase.						
174	013	Mandatory Fringe Benefits				236,981	235,571	1,410
		Corresponds to reduction in salaries.						

epartment: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
74	081	Services of Other Departments				$ 2,145,000	$ 2,145,000	*

The Fire Department's FY 2000-01 budget includes for the first time a $2.1 million rental payment to the Treasure Island Project for use of the Fire Training Facility located on Treasure Island.

According to Treasure Island staff, the rental amount is based upon a preliminary appraisal figure from an independent appraiser. However, the final appraisal has not been completed at this time. The proposed rental does not include the fire house that the Department is currently using, although Treasure Island staff stated that they may request rent for this structure in the future. Treasure Island staff further report that the Treasure Island project is required by Tide Island Legislation to charge all users, including public entities, fair market rental for all property. The City Attorney is currently preparing a rental agreement for approval by the appropriate jurisdictions including the Board of Supervisors.

As this agreement has not yet been approved by the Board of Supervisors, the Budget Analyst recommends that this $2,100,000 rental payment be reserved until such time as the rental agreement and the details of the rental costs are submitted to the Board of Supervisors for review and approval.

ork Order Services (AEH)

76	06F	Facilities Maintenance Projects				2,300,000	1,700,000	600,000

To reduce to actual FY 1999-00 expenditure level, adjusted by a cost of living of living factor for FY 2000-01. The Department is projected to expend $840,000 in salaries and benefits this year on this project. In addition, the Department expends approximately $700,000 per year for maintenance of the Auxiliary Water Supply System (AWSS) from Fire Bonds. However, the Fire Bonds have been exhausted and the Department has requested additional General Fund money in order to make the necessary repairs to AWSS that were previously funded through Fire Bond Funds.

The Budget Analyst recommends that this request be reduced by $600,000 to $1,700,000 which will still provide the Department with $1,700,000 in FY 2000-01 or $160,000 which is 10.4 percent more than the $1,540,000 spent on this project in FY 1999-00, including $840,000 from the Department's budget and $700,000 from Fire Bond Funds.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CFC916 Treasure Island Fire Protection (ECN)								
177	002	Permanent Salaries - Uniform				$ 2,069,889	$ 1,798,959	*
		*The recommended reduction in Permanent Salaries - Uniform, is the total of the following specific recommendations regarding individual classifications.						
194	002	Firefighter	H2N	8.00	6.00	502,808	377,016	125,792
	002	Firefighter/Paramedic	H3N	5.00	3.00	362,845	217,707	145,138

The department has not adequately justified the addition of 13 FTE (8 Firefighters and 5 Firefighter Paramedics) of new positions for the Treasure Island Project. The Fire Department currently staffs an engine company, which requires 1 officer and 3 firefighters and a hose tender which requires 1 officer and 1 firefighter. Total authorized staffing for three 24-hour watches is 6 officers and 12 firefighters. All paid absences are covered by Overtime budgeted expenditures of $489,789 annually. However, actual FY 1999-00 Overtime expenditures for Treasure Island are projected to be $120,000.

The Department is asking for 13 additional staff to replace the hose tender with a "Quint," which provides both the water pumping capability of an engine and the ariel capabilities of a ladder truck. The Quint requires 1 officer and 4 firefighters per 24-hour shift. The Budget Analyst is recommending approval of the purchase of the Quint and staffing for this equipment.

Pending the purchase of the Quint, the Department will utilize a ladder truck from its reserve fleet. A ladder truck has the same staffing as the Quint. However, the ladder truck does not have water pumping capability. Therefore, the department wants to continue to use the hose tender to provide additional water pumping capability until the Quint is put into service.

The Budget Analyst recommends that the Fire Department purchase the new Quint, and no longer staff the hose tender. However, pending the Quint being put into service, we recommend that the Department continue to staff the hose tender. Given the current staffing shortage in the Department, this additional staffing will be provided with overtime. Therefore the Budget Analyst is not recommending additional staffing for the Hose Tender. However, we are recommending the approval of the Department's $907,773 request for Overtime.

In summary, the Budget Analyst is recommending approval of 9 of the 13 requested new positions for Treasure Island, including six Firefighters and three Firefighter/Paramedics instead of 8 Firefighters and 5 Firefighter/Paramedics. Therefore, we are recommending the disapproval of four of the 13 requested new positions including two Firefighters and two Firefighter/Paramedics, for a savings of $270,930.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: FIR Fire Department

ge n.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
7	013	Mandatory Fringe Benefits				$ 372,956	$ 324,189	$ 48,767
		Corresponds to reduction in salaries.						
8	086	Interdepartmental Recovery				(3,397,191)	(3,077,494) *	
		* Corresponds to reduction above related to Treasure Island Project.						
Airport (AEM)								
1	002	Permanent Salaries - Misc.				5,839,540	5,722,444 *	
		*The recommended reduction in Permanent Salaries - Uniform is the total of the following specific recommendations regarding individual classifications.						
7	002	Fire Rescue Paramedic	H1 N	9.00	6.75	560,942	443,846	117,096
		The department has budgeted the requested 9 new FTE positions for full year funding. However, the department did not receive approval to fill these positions during the interim period. Therefore we recommend that the number of new positions be reduced from 1.0 FTE each to 0.75 FTE each for a total of 6.75 FTEs instead of 9 FTEs.						
1	013	Mandatory Fringe Benefits				1,130,013	1,108,936	21,077
		Corresponds to reduction in salaries.						
inistration - Fire Department (ASF)								
2	001	Permanent Salaries - Misc.				1,758,489	1,661,604	*
		*The recommended reduction in Permanent Salaries Misc. is the total of the following specific recommendations regarding individual classifications.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To		Savings
198	001	Special Assistant XIII	1372S	1.00	0.00	$ 79,975	$0	$	79,975
198	001	Special Assistant XV	1374S	(1.00)	0.00	(92,597)	0		(92,597)
199	001	Management Assistant	1842S	(1.00)	0.00	(54,262)	0		(54,262)
199	001	Senior Management Asst.	1844S	(1.00)	0.00	(62,196)	0		(62,196)
199	001	Senior Purchaser	1956S	1.00	0.00	66,769	0		66,769
199	001	Financial Manager	5186S	1.00	0.00	99,375	0		99,375
		To deny requested position reclassifications not approved by the Director of Human							
198	001	Departmental Personnel Officer	1270N	0.75	0.00	59,821	0		59,821
		To disapprove the addition of a 0.75 Departmental Personnel Officer. The Department has not justified the addition of one new Departmental Personnel Officer which has an annual salary of $78,102. The Department currently has two high-level personnel positions: an Assistant Division Manager for Personnel at $93,210, and a Special Assistant XV at $90,567. In addition, the Human Resources Division currently has 5 Personnel Analysts who perform personnel functions for the Fire Department. The Department also has substituted one current Personnel Analyst and a Training Officer position for 2 Senior Personnel Analysts each with annual salary of $68,225. The Budget Analyst recommends the approval of these two substitutions, which will provide the department with 6 personnel analyst positions. The addition of a third high-level personnel position is not justified.							
182	013	Mandatory Fringe Benefits				549,482	524,292		25,190
		Corresponds to reduction in salaries.							
183	060	Equipment Purchase				2,900,500	2,817,500	*	
		* The recommended reduction in equipment is the total of the following recommendations.							
206	060	Engines	FC032R	2.00	2.00	266,000	228,000		38,000
		Defibrillators	FC035R	10.00	10.00	120,000	95,000		25,000
		Sedans Fire Prevention	FCO26r	5.00	5.00	95,000	75,000		20,000
		Reduce by $83,000 to reflect manufacturer's quoted price.							

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FIR Fire Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
3	081	Services of Other Departments				$ 6,731,639	$ 6,731,639	*
		To reserve $2,122,174 which is one-third of the Worker's Compensation budget of $6,366,522 pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						
		Total Recommended Reductions						$ 2,682,163
		Total Recommended Reserves						$ 6,838,765

DEPARTMENT: JUV JUVENILE PROBATION

FINANCIAL DATA:

The Juvenile Probation Department's proposed $35,185,424 budget for FY 2000-01 is $7,675,836 or 27.90 percent more than the original FY 1999-2000 budget of $27,509,588. The net increase from the revised FY 1999-2000 budget is $7,312,827 or 26.24 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	$ 4,734,211	$ 4,666,931	$ 5,350,690	$ 616,479
CHF-Juvenile Probation	194,000	194,000	194,000	-
Children's Baseline	1,799,691	1,798,427	1,808,376	8,685
Grant Services	37,000	370	37,000	-
Juvenile Hall	7,903,278	8,203,297	8,551,575	648,297
Log Cabin Ranch	2,630,869	2,762,364	2,666,144	35,275
Probation Services	9,900,539	10,260,686	10,927,545	1,027,006
Total Operating Expenditures	$ 27,199,588	$ 27,886,075	$ 29,535,330	$ 2,335,742
Capital Improvements & Fac. Maint.	310,000	(13,478)	5,650,094	5,340,094
Total Expenditures	$ 27,509,588	$ 27,872,597	$ 35,185,424	$ 7,675,836
Interdepartmental Recoveries	(501,124)	(501,124)	(557,270)	(56,146)
Net Expenditures	$ 27,008,464	$ 27,371,473	$ 34,628,154	$ 7,619,690

Department: JUV JUVENILE PROBATION (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 312.94 FTEs, which is 1.39 FTEs less than the 314.33 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Increase (Decrease) From 1999-2000 Original Budget
Administration	44.76	44.76	44.76	-
Children's Baseline	8.63	8.63	8.63	-
Juvenile Hall	126.93	126.93	126.82	(0.11)
Log Cabin Ranch	29.23	29.23	29.22	(0.01)
Probation Services	104.78	104.78	103.51	(1.27)
Total	314.33	314.33	312.94	(1.39)

DEPARTMENT REVENUES

Department revenues have increased by $462,847 or 6.5 percent and General Fund support has increased by $7,156,843 or 36 percent.

DESCRIPTION

The $7,675,836 increase in the Department's proposed budget is explained primarily by:

- Replacement of the Juvenile Hall facility, which is funded by capital projects funds, would have a first year additional cost of $5,340,094
- Permanent salaries proposed to increase by $229,557 due to the addition of three new positions (one 1372 Special Assistant XI, one 1840 Junior Management Assistant, and one 8320 Juvenile Hall Counselor), the elimination of one position (one grant-funded 8444 Deputy Probation Officer), the annualized cost of a new position added for only a portion of the last fiscal year, two upward substitutions, and step increases.

Department: JUV JUVENILE PROBATION (continued)

Officer), the annualized cost of a new position added for only a portion of the last fiscal year, two upward substitutions, and step increases.

- Overtime would increase by $54,000
- Mandatory Fringe Benefits would increase by $1,045,106, primarily due to the FY 2000-01 reinstatement of mandatory employer contributions to the Public Employee Retirement System.
- Purchases of computer equipment and office furnishings totaling $178,989
- $51,991 in additional funds to purchase food
- An additional $717,386 for Other Current Expenses, funded by a grant. This money will go toward a number of projects to repair Log Cabin Ranch facilities and improve Log Cabin Ranch programs.
- Expenditures on services of other departments would be increased by $152,631. This is primarily made up of services from the Department of Telecommunication and Information Service ($128,356), and increased workers' compensation payments.
- $146,882 in increase spending on miscellaneous other expenses.
- Offsetting these increases is a reduction in Temporary Salaries of $131,181.

COMMENT

The Mayor's budget provides an increase of $7,675,836. Our recommended reductions, which total $87,011, would still allow an increase of $7,588,825 or 27.6% in the Department's budget.

Department: Juvenile Probation

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Juvenile Hall - General Fund Non-Project								
20	011	Overtime				169,000	119,025*	49,975
		Reduce requested overtime by $49,975 to correspond to FY 1999-00 funding levels, plus a cost of living increase. The Department bases its estimate for its overtime needs on its historical expenditures but cannot demonstrate why the increase is needed based on a fixed post staffing analysis. Our recommendations would still provide $119,025 in overtime, which is equal to the FY 1999-00 budget plus a cost of living increase, and provides for overtime funding of 81 Counselor positions, 9 of which are currently vacant and contributing to excessive overtime spending.						
		* Reserve $39,675 or one third of overtime funds per the direction of the Finance Committee.						
Administration - General Fund Non Project								
17	001	Permanent Salaries - Misc.				2,308,706	2,301,565	*
		* The recommended reductions in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Juvenile Probation

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
238		Attrition Savings				(155,472)	(162,613)	7,141
		Increase attrition savings to correspond with the incremental salary and benefits a 1926 Senior Materials and Supplies Supervisor received due to an upward substitution to an 1842 Management Assistant not previously approved by the Board of Supervisors. The upward reclassification was made in FY 1999-00. This recommendation will enable the Department to continue to maintain the existing filled position at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						
227	011	Overtime				19,347	19,347*	-
		* Reserve $6,449 or one third of overtime funds per the direction of the Finance Committee.						
228	060	Equipment Purchase				$178,989	$149,094	$29,895
		Reduce the requested amount by $29,895, which represents a 50% reduction in funds to purchase office furniture and some computers. Based on the Budget Analyst's cost estimates, Department estimates for this equipment are too high. Our recommendation would still						

Department: Juvenile Probation

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		recommendation would still amount to an increase of $149,094 over the Department's FY 1999-00 Equipment Purchase budget.						
8	081	Services of Other Depts.				1,650,859	1,650,859*	-
		* Reserve $294,718 or one third of the $884,154 Workers' Compensation costs per the direction of the Finance Committee.						
obation Services - General Fund Non Project								
5	011	Overtime				28,153	28,153*	-
		* Reserve $9,384 or one third of overtime funds per the direction of the Finance Committee.						
g Cabin Ranch - General Fund Non Project								
3	011	Overtime				49,037	49,037*	-
		* Reserve $16,346 or one third of overtime funds per the direction of the Finance Committee.						
		Total Recommended Reductions						$87,011
		Total Recommended Reserve						$366,572

DEPARTMENT: PDR PUBLIC DEFENDER

FINANCIAL DATA:

The Public Defender's proposed $12,834,833 budget for FY 2000-01 is $614,298 or 5.03 percent more than the original FY 1999-2000 budget of $12,220,535. The net increase from the revised FY 1999-2000 budget is $414,411 or 3.34 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Criminal and Special Defense	$ 12,168,453	$ 12,201,470	$ 12,779,810	$ 611,357
Grant Services	52,082	218,952	55,023	2,941
Total Expenditures	$ 12,220,535	$ 12,420,422	$ 12,834,833	$ 614,298

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 116.38 FTEs, which is 2.60 FTEs more than the 113.78 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Criminal and Special Defense	112.78	112.78	115.38	2.60
Grant Services	1.00	1.00	1.00	-
Total	113.78	113.78	116.38	2.60

Department: PDR PUBLIC DEFENDER (continued)

DEPARTMENT REVENUES

Department revenues have increased by $2,941 or 5.7 percent and General Fund support has increased by $611,357, or 5.1 percent.

DESCRIPTION

The $614,298 in proposed increased expenditures compared to the Department's original FY 1999-00 budget is comprised of several components, as follows:

Increased salary and benefits costs for:	
▫ new positions added last fiscal year	$353,269
▫ temporary salaries for enhanced used of law school graduate interns	58,642
▫ substitutions of existing positions for more costly positions	23,645
Increases in rent	85,735
Increase in equipment purchases	17,431
Increased services of other departments, mostly DTIS	172,658
Mandatory fringe benefits cost increase	58,000
Attrition savings offset	(133,697)
Net step adjustments/other increases	(21,385)
	$614,298

Explanations for the cost increases are as follows.

Personnel costs

New positions added in FY 1999-00: The Department added nine positions in FY 1999-00 to assume responsibility for one of the Superior Court's four preliminary hearing courtrooms. At the time, indigent defendants in that courtroom were being represented by more costly private court appointed counsel. The additional FY 2000-01 salary and benefits costs for the first full year of these new positions will be approximately $353,269.

Position substitutions: The Department is proposing deleting two 8180 Principal Attorney positions and replacing them with two 8182 Head Attorney positions and deleting one 1458 Legal Secretary I

Department: PDR PUBLIC DEFENDER (continued)

position and replacing it with one 1460 Legal Secretary II position. The impact on the Department's salary costs would be as follows.

	Classification	# FTE 2000-01	Salary/Benefits 2000-01
8180	Principal Attorney	-2.0	$(233,103)
8182	Head Attorney	2.0	250,725
1458	Legal Secretary I	-1.0	(53,192)
1460	Legal Secretary II	1.0	57,263
	Total	0.0	$21,693

With mandatory fringe benefits, total cost increases from these substitutions would be $23,645.

Temporary salaries: The Department is proposing increasing its temporary salaries budget by $53,800 from $23,000 in FY 1999-00 to $76,800 in FY 2000-01. The additional funding would pay for year round use of law school graduates to conduct legal research in between the time they graduate and pass the Bar exam. Currently two such temporary employees are hired for approximately 3.5 months each. With mandatory fringe benefits, the total increase for these positions would be $58,642.

Attrition savings: Attrition savings are proposed to increase by $133,697, or 1.7 FTEs, in FY 2000-01.

Non-personnel costs

The Department is proposing acquiring three new vehicles for the investigator staff in FY 2000-01 for a total cost of $64,500. Other non-personnel cost increases are proposed for increased rent and Services of Other Departments, mostly the Department of Telecommunications and Information Services (DTIS).

COMMENT

The Mayor's budget provides an increase of $614,298. Our recommended reductions, which total $62,608, would still allow an increase of $551,690 or 4.5% in the Department's budget.

Department: PDR - Public Defender

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Criminal and Special Defense - General Fund Non Project								
47	001	Permanent Salaries * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.	250725			$8,786,511	$8,768,889	*
1		Principal Attorney	8180 S	(2.00)	0.00	(233,103)	0	(233,103)
1		Head Attorney These position upgrades from two Principal Attorneys to two Head Attorneys are being requested because the Principal Attorneys are providing supervision to other staff attorneys. The Department overall has 8 Head Attorneys to supervise 72 staff attorneys. Though two Head Attorney positions are used for more complex cases and do not supervise other staff, the staff is not expanding and the need for two more Head Attorney supervisors is not justified. The annual salary of a Head Attorney at the top step is $121,706, or $8,554 more than the $113,152 annual salary of a Principal Attorney at the top step. With mandatory fringe benefits added, the total cost for these two upwards substitutions would be $21,556 per year.	8182 S	2.00	0.00	250,725	0	250,725
47	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,953,772	1,952,186	1,586

Department: PDR - Public Defender

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
247	005	Temporary Salaries				$76,800	$49,900	$26,900
		These funds are requested to expand the Department's hiring of law school graduates to conduct legal research between graduation and receipt of their Bar examination results. The current level of funding for these temporary employees allows for the hiring of two employees for 3.5 months each. The requested funding level would enable the Department to hire two temporary employees for twelve months each. The Budget Analyst recommends funding for one such position year round and deletion of funding for the second proposed position. This would allow the Department to evaluate the effectiveness and turnover for such employees on a year round basis before determining if additional funding is warranted.						
247	060	Equipment Purchase				64,500	48,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
255		Sedan	VSCG	2	1	38,000	21,500	16,500
		The Budget Analyst recommends approval of two of the requested three new vehicles for the Department. Justification for a third vehicle is not sufficient.						
		Total Recommended Reductions						**$62,608**

DEPARTMENT: POL POLICE

FINANCIAL DATA:

The Police Department's proposed $275,160,354 budget for FY 2000-01 is $13,930,977 or 5.33 percent more than the original FY 1999-2000 budget of $261,229,377. The net increase from the revised FY 1999-2000 budget is $13,117,378 or 5.01 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
911/Communications	$ -	$ -	$ -	$ -
Airport Police	23,924,422	23,924,422	26,649,579	2,725,157
Fingerprint	3,510,500	3,510,500	2,691,500	(819,000)
Narcotics Forfeiture	446,097	446,097	1,290,004	843,907
Office of Citizen Complaints	2,525,735	2,525,735	2,509,820	(15,915)
Office of Emergency Service	-	135,970	-	-
Operations and Administration	40,626,504	40,951,504	44,010,299	3,383,795
Patrol	127,329,865	127,329,865	132,961,336	5,631,471
Police Operations	-	-	99,986	99,986
Police Services	-	110,000	110,000	110,000
Safe Contract	571,134	571,134	586,254	15,120
Senior Escort Service	1,362,690	1,362,690	1,388,842	26,152
SFPD-Investigations	25,622,817	25,622,816	26,702,148	1,079,331
SFPD-Recruitment and Examination	1,927,997	1,927,997	1,996,088	68,091
Special Investigations	8,769,513	8,769,513	9,222,753	453,240
Special Operations	20,535,755	20,535,755	21,577,438	1,041,683
Taxi Enforcement	890,525	890,525	1,107,000	216,475
Vehicle Theft Abatement	150,000	392,630	150,000	0
Work Order Services	2,480,823	2,480,823	1,997,307	(483,516)
Total Operating Expenditures	$ 260,674,377	$ 261,487,976	$ 275,050,354	$ 14,375,977
Capital Improvements & Fac. Maint.	555,000	555,000	110,000	(445,000)
Total Expenditures	$ 261,229,377	$ 262,042,976	$ 275,160,354	$ 13,930,977
Less Work Order Recoveries	(4,741,443)	(4,741,443)	(2,108,407)	2,633,036
Net Expenditures	$ 256,487,934	$ 257,301,533	$ 273,051,947	$ 16,564,013

Department: POL POLICE (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 2,781.53 FTEs, which is 39.36 FTEs more than the 2,742.17 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Airport Police	328.16	328.16	348.75	20.59
Fingerprint	-	-	-	-
Office of Citizen Complaints	29.47	29.47	29.46	(0.01)
Operations and Administration	236.45	236.45	252.78	16.33
Patrol	1,407.26	1,407.26	1,405.47	(1.79)
Police Operations	-	-	1.00	1.00
Police Services	-	-	1.00	1.00
Senior Escort Service	21.90	21.90	21.89	(0.01)
SFPD-Investigations	299.00	299.00	299.50	0.50
SFPD-Recruitment and Examination	17.00	17.00	17.00	-
Special Investigations	104.00	104.00	104.00	-
Special Operations	272.18	272.18	272.18	-
Taxi Enforcement	6.75	6.75	8.50	1.75
Work Order Services	20.00	20.00	20.00	-
Total	2,742.17	2,742.17	2,781.53	39.36

DEPARTMENT REVENUES

Department revenues have increased by $3,445,512 or 8.34 percent. General Fund support has increased by $10,393,344 or 5.4 percent.

Department: POL POLICE (continued)

DESCRIPTION

1. Initiatives funded in the FY 1999-00 San Francisco Police Department (SFPD) budget included the hiring of 200 Police Officers, using increased General Fund support and approximately $4.8 million in grant funding. The SFPD's FY 1999-00 budget also included funding of $2,521,876 for an Accelerated Hiring Program to recruit and conduct background examinations of lateral transfer applicants from other Law Enforcement Agencies as well as new recruits. The SFPD included 15 new Police Cadet positions in the FY 1999-00 budget and the Airport Police budget added funding for 35 Full Time Equivalent Police Officers.

The SFPD reports that they will have hired 207 new Police Officers during FY 1999-00, including 45 recruits who are scheduled to begin their Police Academy Class on June 26, 2000. However, 90 Police Officers have left the Department during FY 1999-2000, fifty percent more than the attrition assumption of 60 Police Officers used in formulating the Police Department's budget. Overall, for FY 1999-2000, the SFPD is projected to expend Uniform Salaries by approximately $2,000,000 less than the amount budgeted. However, this expenditure surplus is offset by expenditure deficits in Miscellaneous Salaries of approximately $900,000 and an expenditure deficit for Overtime of approximately $3,900,000. The 15 new Police Cadet positions therefore remain vacant. Overall, the SFPD expects to balance its FY 1999-2000 expenditure deficits through savings in other, non-salary accounts. Also, the FY 1999-2000 Airport Police budget for Salaries and Fringe Benefits has a projected surplus of approximately $1,400,000.

2. The SFPD's proposed FY 2000-01 budget includes four new Miscellaneous positions (3.0 FTE), including three General Fund positions (2.25 FTE) for one Personnel Clerk and two Payroll Clerks at a FY 2000-01 cost of $82,861 to provide administrative support for the increased number of Uniform Police Officers. The Airport Police budget includes one new position (0.75 FTE) for an Administrator III position.

The SFPD's budget includes an increase of 23.5 FTE resulting from the continued, full year funding of new positions added in the FY 1999-2000 budget. One Miscellaneous position, a Legal Process Server Clerk, has been eliminated. Attrition Savings for Miscellaneous Salaries has been reduced by $761,492, representing additional funding for 16.34 FTE. A net decrease in Temporary salaries funding reduces the SFPD FTE count by 3.85 FTE.

A net increase of 1.39 Uniform FTE results from the combined effect of continued funding for Uniform positions added for a portion of FY 1999-2000, grant funded positions and adjustments to Uniform Attrition Savings.

3. For FY 2000-01, the SFPD proposed budget again provides funding for the hiring of 200 new Police Officers, with expected attrition of 90 Police Officers throughout the year. At the end of FY 2000-2001, the SFPD projects total sworn staffing of 2,250 Police Officers, including 160 Airport Police Officers and 130 Police Officers on Modified Duty, including temporary disability. The remaining 1,960 Police Officers (2,250 less 160 less 130) would result in a total of 1,960 "full duty sworn officers" or 11

Department: POL POLICE (continued)

fewer Police Officers than the 1,971 "full duty sworn officers" specified under Police Staffing provisions included in Charter Section 4.127.

4. The SFPD's proposed FY 2000-01 General Fund budget includes overtime funds in the amount of $12,754,205, or $1,650,000 more than the $11,104,205 in overtime funding in the original FY 1999-00 budget. However, as noted above, the SFPD anticipates an overtime spending deficit for FY 1999-00 totaling $3,900,000. Therefore, even with the increase of $1,650,000 in the FY 2000-01 overtime budget, the SFPD appears to be underfunded for overtime by the amount of $2,250,000 based on current year expenditures.

5. The SFPD's proposed FY 2000-01 General Fund budget includes expenditures for purchase of equipment (primarily Police vehicles and related equipment and Crime Lab equipment) in the amount of $3,800,000, which is $2,753,146 more than the equipment expenditures included in the FY 1999-00 budget of $1,046,854. However, as with other General Fund departments, increased spending on outright equipment purchase, rather than lease financing of equipment, will produce considerable savings in future fiscal years.

6. Each year, the Budget Analyst calculates the Police Department's necessary budgeted expenditures for Uniform Salaries using three basic factors. First, the Budget Analyst obtains information on the cost of the Police Department's existing uniform payroll. Since the Police Department's biweekly payroll can vary from one pay period to the next, we have used a payroll expenditure derived from the average of the last five pay periods (through the pay period ending June 9, 2000).

Second, we subtract anticipated attrition savings and add the cost of hiring new Police Officers from the existing salary base using FY 2000-01 rates of pay. The Budget Analyst has accepted the Police Department's attrition and hiring plan assumptions and the Police Department's calculation of the net cost for FY 2000-01 in determining the net expenditure requirement for Uniform Salaries in FY 2000-01.

Lastly, the Budget Analyst allocates the total expenditure requirement for FY 2000-01 Uniform Salaries to the programs and funding sources in the proposed FY 2000-01 Police Department budget to determine the net General Fund requirement. Using this approach, the Budget Analyst has determined that the Police Department's Uniform Salaries accounts can be reduced by $1,134,343 and the Police Department can still fulfill its planned hiring plan to add 200 Police Officers in FY 2000-01, as described above.

COMMENT

The Mayor's budget provides an increase of $13,930,977. Our recommended reductions, which total $1,645,025 would still allow an increase of $12,285,952 or 4.7% in the Department's budget. Also, our recommended reductions will not impact the SFPD's ability to meet its hiring program of 200 Police Officers.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: POL - Police

ge	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
90	001	Permanent Salaries-Misc				$ 5,422,266	$ 5,347,266	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						
23	001	Attrition Savings	9993M			(1,198,314)	(1,273,314)	$75,000
		Increase Miscellaneous Attrition Savings to amount required to provide full funding for existing Civilian staffing plus two new positions (0.75 FTE) for Personnel and Payroll administration.						
90	013	Mandatory Fringe Benefits				2,944,614	2,925,114	19,500
		Reduction to Mandatory Fringe Benefits corresponding to Reduced Permanent Salaries - Miscellaneous.						
01	035	Other Current Expenditures				471,250	259,250	212,000
		Reduce Other Current Expenditures to level of current spending for Recruitment and Examination Program adjusted for hiring needs of sworn personnel in FY 2000-01.						
05	002	Permanent Salaries -Uniform				82,577,248	$1,442,905	*
		The recommended reduction in Permanent Salaries - Uniform is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: POL - Police

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
333	002	Attrition Savings - Uniform	9993U			(4,452,038)	(5,586,381)	1,134,343
		Increase Attrition Savings - Uniform to level that will still provide adequate funding for hiring of 200 new Police Officers during FY 2000-01 in accordance with the Department's hiring plan and will not impair the Department's planned staffing in relation to Charter Section 4.127 which requires full staffng of 1,971 Police Officers.						
305	013	Mandatory Fringe Benefits				13,976,471	13,772,289	204,182
		Reduction to Mandatory Fringe Benefits corresponding to Reduced Permanent Salaries - Uniform.						
305	011	Overtime				12,685,782	12,685,782	*
		Reserve $4,228,594 or one third of Police Overtime request as directed by the Finance Committee.						
305	081	Services of Other Departments				8,886,775	8,886,775	*
		Reserve $2,000,109 or one third of the $6,000,328 amount budgeted for Workers Compensation as directed by the Finance Committee.						
		Total Recommended Reductions						$ 1,645,025
		Total Recommended Reserves						$ 6,228,703

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: SHF SHERIFF

FINANCIAL DATA:

The Sheriff Department's proposed $96,675,920 budget for FY 2000-01 is $16,394,427 or 20.42 percent more than the original FY 1999-2000 budget of $80,281,493. The net increase from the revised FY 1999-2000 budget is $15,819,692 or 19.57 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Alternative Programs	$ 5,230,026	$ 5,230,026	$ 6,394,342	$ 1,164,316
Besk Case	2,278,165	2,803,572	2,515,088	236,923
Civil Enforcement	1,971,370	2,121,370	1,974,099	2,729
County Jail 8 & 9	15,647,561	15,647,561	17,703,829	2,056,268
Court Security and Process	6,200,001	6,200,001	7,078,550	878,549
Departmental Services	6,515,546	6,515,546	8,593,524	2,077,978
Grant Services	937,889	933,624	2,631,065	1,693,176
Hall of Justice Jails	14,087,801	14,087,801	15,816,005	1,728,204
Jail Programs	1,898,011	1,898,011	1,916,550	18,539
Jail Services	8,168,965	8,168,965	9,144,283	975,318
San Bruno Jails	14,324,505	14,323,083	16,097,719	1,773,214
Sheriff Administration	1,336,381	1,336,381	1,750,098	413,717
Treasure Island Jail	-	1,422	-	-
Work Order Services	1,335,272	1,764,272	1,433,769	98,497
Total Operating Expenditures	$ 79,931,493	$ 81,031,635	$ 93,048,921	$ 13,117,428
Facilities Maintenance	350,000	(175,407)	3,626,999	3,276,999
Total Expenditures	$ 80,281,493	$ 80,856,228	$ 96,675,920	$ 16,394,427
Less Work Order Recoveries	(7,535,272)	(7,964,272)	(8,512,319)	(977,047)
Net Expenditures	$ 72,746,221	$ 72,891,956	$ 88,163,601	$ 15,417,380

Department: SHF SHERIFF (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 892.07 FTEs, which is 4.18 FTEs less than the 896.25 FTEs in the original FY 1999-2000 budget. Though the Department is requesting additional positions, the FTE count is decreasing because of an increase in attrition savings compared to FY 1999-00. In FY 1999-00, the Department's attrition savings were reduced on a one-time basis to provide funding to fill many of the Department's vacancies.

The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Alternative Programs	25.00	25.00	24.00	(1.00)
Besk Case	33.00	33.00	33.00	-
Civil Enforcement	24.06	24.06	24.06	-
County Jail 8 & 9	189.09	189.09	188.68	(0.41)
Court Security and Process	87.25	87.25	87.25	-
Departmental Services	71.85	71.85	71.39	(0.46)
Grant Services	4.00	4.00	4.84	0.84
Hall of Justice Jails	164.77	164.77	162.77	(2.00)
Jail Programs	11.06	11.06	9.56	(1.50)
Jail Services	101.00	101.00	101.00	-
San Bruno Jails	160.17	160.17	159.52	(0.65)
Sheriff Administration	11.00	11.00	12.00	1.00
Work Order Services	14.00	14.00	14.00	-
Total	896.25	896.25	892.07	(4.18)

DEPARTMENT REVENUES

Department revenues have increased by $3,357,581, or 100.5 percent, from $3,340,889 in FY 1999-00 to $6,698,470 in FY 2000-01. General Fund support has increased by $12,059,799 or 17.3 percent. The increased revenues consist of a $1.7 million State grant for the Mentally Ill Crime Offender

Department: SHF SHERIFF (continued)

program, which will be used mostly for work ordered services provided by the Mental Health Department, and approximately $1.7 million in one-time money from the Sheriff's Special Maintenance Fund to be combined with $1.6 million in General Fund money to pay for construction of an exercise area at County Jail #8.

DESCRIPTION

The $16,394,427 in increased expenditures is explained largely by the following increases:

Increased Mandatory Fringe Benefits costs	$4,789,005 [1]
Increased overtime	2,766,538
Salaries and benefits for six new positions	327,865
Annualized costs of new positions added for part of last year	122,675
Increased salary costs mostly attributable to negotiated increases in Deputy Sheriff pay	644,749 [2]
Construction of exercise area at County Jail #8	3,276,999
Increased contractual services	1,155,830
Increased costs of services of other departments, mostly DTIS	3,306,923
Miscellaneous other increases	3,843
TOTAL	$16,394,427

[1] This increase is mostly attributable to reinstatement of employer contributions to the Public Employee Retirement System (PERS) in FY 2000-01. This amount is net of increases related to new positions, and annualized positions, which adds $77,536 to Mandatory Fringe Benefits for a total increase of $4,866,541.

[2] Net of increase in attrition savings of $554,716

Personnel Cost Increases

Details of the proposed personnel cost increases are as follows.

Mandatory fringe benefits: Total mandatory fringe benefits costs are budgeted to increase by $4,866,541. Besides proposed new positions and other personnel changes described above, most of this increase is due to a required employer contribution to the State Public Employees Retirement System (PERS) for the first time in several years.

New Positions: The budget includes a request for 4.5 new FTEs for FY 2000-01, which would equate to 6.0 FTEs on a full year annual basis. The Deputy Sheriff positions are requested for a new fixed post at County Jail #2 located at the Hall of Justice that previously was not regularly staffed and is currently

Department: SHF SHERIFF (continued)

filled by staff on overtime. This post was added in response to increases in the jail population and the housing of more serious criminals in this jail facility.

A summary of the salary cost and benefits associated with the proposed new positions is as follows.

	Classification	# FTE 2000-01	Salary/ Benefits: 2000-01	FTE Annualized	Salary/ Benefits: Annualized
1823	Sr. Administrative Analyst	.75	$66,562	1.0	$88,749
8304	Deputy Sheriff	3.75	$261,303	5.0	$348,404
	Total	4.50	$327,865	6.0	$437,153

Overtime: The Department is proposing increasing its overtime budget to $4,237,152, an increase of $2,766,538 over the original budget amount of $1,470,614 in FY 1999-00. It should be noted that the Department was granted a supplemental appropriation of approximately $3.3 million in May 2000 to cover a deficit in FY 1999-00 overtime expenditures. The supplemental appropriation, combined with savings in permanent salaries, was needed to meet the Department's expected overtime expenditures of approximately $6 million for the year.

One of the reasons for the high overtime in FY 1999-00 was a new Department policy started in June 1999 to fill all of its staffing minimums specified in the Department's Memorandum of Understanding with the Deputy Sheriff's Association. The Department also underwent an aggressive hiring program in FY 1999-00 to fill approximately 97 Deputy Sheriff positions vacant at the beginning of the fiscal year. Since all new Deputy Sheriff employees were sent to training for approximately six months after being hired, most of their regular positions were filled by overtime. A final factor contributing to overtime costs in FY 1999-00 was that attrition was higher than expected in FY 1999-00. Hiring and initial training of new positions will be reduced in FY 2000-01 compared to FY 1999-00, allowing for a reduction in overtime expenditures.

Full year funding of new positions added in FY 1999-00: $122,675 in additional costs will be incurred in FY 2000-01 reflecting the first full year of salary and benefits costs for new positions added in FY 1999-00.

Attrition savings: The Department is proposing to increase its attrition savings in FY 2000-01 which will reduce its Permanent Salaries budget by $929,067. Attrition savings was reduced in FY 1999-00 on a one-time basis to provide funding for new positions required at the San Bruno jail to comply with the Jones lawsuit settlement.

Department: SHF SHERIFF (continued)

Non-personnel cost increases

The largest increase in non-personnel costs is $3.276.999 for an exercise area on the fifth floor of the new Sheriff's facility at 425 Seventh Street. This facility was originally intended to be a Work Furlough facility but was converted to a jail to reduce overcrowding at the other jail facilities. All components of a jail were provided under the original construction contract except an exercise facility, which is required by Federal law. The General Fund contribution for the project would be $1,575,594 with the remaining $1,701,405 paid out of the Sheriff's Special Maintenance Fund.

Other major non-personnel increases are in Professional and Specialized Services and Other Current Expenses (an increase of approximately $1.3 million) and Services of Other Departments (an increase of approximately $3.3 million). The increase in Professional and Specialized Services is largely due to an increase in the use of residential beds for inmates who are assigned to residential substance abuse treatment programs in lieu of jail. Funding for this service was increased in FY 1999-00 through a supplemental appropriation. The approximately $3.3 million increase in Services of Other Departments is primarily for a new grant-funded program for mentally ill offenders, increased workers compensation costs, and increased services from the Department of Telecommunications and Information Services (DTIS).

Comments

1. A review of the Department's staffing and overtime budget for City Hall security showed that the main causes of high overtime costs in FY 1999-00 were vacant positions and added shifts needed for special events. Since the Department has filled many fewer vacancies this year than it did at this time last year, use of overtime for City Hall security, and throughout the Department, can be expected to decrease significantly.
2. The Mayor's budget provides an increase of $16,394,427. Our recommended reductions, which total $733,000, would still allow an increase of $15,661,427 or 19.5% in the Department's budget.

Department: SHF - Sheriff

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Hall of Justice Jails - General Fund Non Project								
371	011	Overtime				$975,000	$821,000*	$154,000

The Department hired approximately 150 new Deputy Sheriffs in FY 1999-00 which contributed to extensive overtime expenditures as each new employee was sent to up to six months training upon being hired. The Department reports overtime also increased because it started a policy of meeting its staffing minimums in June 1998. With the new employees hired and many having completed their training, the Department is beginning FY 2000-01 with a fuller complement of staff than it had in FY 1999-00 and should not need the same level of overtime this fiscal year. The proposed budget includes $4,237,152 for overtime Department-wide. The Department originally estimated a need for $3.5 million in overtime for FY 2000-01, or $700,000 less than the budgeted amount requested, but has subsequently revised its estimate to report it will need the full $4,237,152.

The Budget Analyst has reviewed the Department's overtime usage for FY 1999-00 and planned overtime expenditures for FY 2000-01 and concludes that the Department can meets its minimum staffing requirements as stipulated in the Department's Memorandum of Understanding with the Deputy Sheriff's Association, send staff to required training, and staff its other key functions with $400,000 less than the amount requested. As demonstrated by actual overtime expenditures in FY 1999-00, the Department fills some of its posts with employees paid in compensatory time off rather than cash and appears to exercise some discretion with respect to filling vacant positions with overtime. When all of this is considered, the Budget Analyst's recommended level of overtime of $821,000 would still provide the Department with sufficient overtime funds for contingencies such as higher than expected attrition or additional events requiring more security at City Hall. The subject $154,000 reduction in the Hall of Justice Jails program is the proportionate allocation of the Budget Analyst's total Department-wide recommended reduction of $400,000. In summary, the Budget Analyst is recommending total overtime for the Sheriff of $3,837,152 Department-wide.

* Reserve $498,763 or 1/3 of recommended Department overtime funds per the direction of the Finance and Labor Committee.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: SHF - Sheriff

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
County Jails 8 & 9 - General Fund Non Project								
	011	Overtime				$851,667	$717,667*	$134,000
		This $134,000 reduction in the County Jails 8 & 9 program is the proportionate allocation of the total Department-wide recommended reduction in overtime of $400,000. In summary, the Budget Analyst is recommending total overtime for the Sheriff of $3,837,152 Department-wide.						
		* Reserve $424,806 or 1/3 of recommended Department overtime funds per the direction of the Finance and Labor Committee.						
73	035	Other Current Expenses				305,000	155,000	150,000
		Reflects actual previous expenditure patterns and planned expenditures for FY 2000-01.						
Services - General Fund Non Project								
77	035	Other Current Expenses				273,500	130,500	143,000
		Reduces amounts budgeted in FY 1999-00 for services related to extensive hiring activities since less hiring is planned for FY 2000-01.						
artmental Services - General Fund Non Project								
3	011	Overtime				712,550	600,550*	112,000
		This $112,000 reduction in the Departmental Services program is the proportionate allocation of the total Department-wide recommended reduction in overtime of $400,000. In summary, the Budget Analyst is recommending total overtime for the Sheriff of $3,837,152 Department-wide.						
		* Reserve $355,482 or 1/3 of recommended Department overtime funds per the direction of the Finance and Labor Committee.						

Department: SHF - Sheriff

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
386	081	Services of Other Departments				$2,102,527	2,102,527*	$0
		* Reserve $401,096 or 1/3 of the $1,203,287 Workers' Compensation portion of Object 081 per the direction of the Finance Committee.						
Administration - General Fund Non Project								
384	081	Services of Other Departments				337,950	297,950	40,000
		Reduces contract through DTIS for information sytems consultant for Defendant Tracking System implementation contract extension. The reduction is based on an alternative mix of staffing other than the proposed use of a single project manager at $160 per hour for 1,000 hours of service. By using a blend of project manager and more junior staff for non-management tasks, contract costs could be reduced by at least the amount shown						
Court Security and Process - General Fund Work Order								
380	081	Services of Other Departments				300,000	300,000*	0
		* Reserve $100,000 or 1/3 of the $300,000 Workers' Compensation portion of Object 081 per the direction of the Finance Committee.						
		Total Recommended Reductions						$ 733,000
		Total Recommended Reserves						$1,780,147

[Budget Analyst Report]
Susan Hom
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City and County of San Francisco

Meeting Agenda

Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Tuesday, June 27, 2000 | **1:00 PM** | **City Hall, Room 263**

Budget Review Hearings

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 000982 **[Budget Hearing and Review, FY 2000-2001]**

Hearing to consider the Annual Budget for General Administration and Finance; Public Protection.

(General Administration and Finance: Administrative Services; Assessor/Recorder; Board of Supervisors; City Attorney; Controller; City Planning; Civil Service Commission; Ethics Commission; Human Resources; Mayor; Elections; Retirement System; Treasurer/Tax Collector; General City Responsibility.)

(Public Protection: Adult Probation; Consumer Assurance, Regulatory Compliance and Agricultural Standards; Animal Care and Control; Medical Examiner; Trial Courts; District Attorney; Fire Department; Juvenile Probation; Public Defender; Police; Sheriff; Companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee. Scheduled for consideration on June 20, 2000.

6/20/00, CONTINUED. Heard in Committee. Speakers: Supervisor Yee; Harvey Rose, Budget Analyst; Steve Kawa, Mayor's Budget Office; Supervisor Ammiano; Ed Harrington, Controller; Ryan Brooks, Director, Administrative Services; Bill Lee, City Administrator; Debra Newman, Budget Analyst's Office; Supervisor Bierman; Doris Ward, Assessor/Recorder; Ken Bruce, Budget Analyst's Office; Goloria Young, Clerk of the Board; Louise Renne, City Attorney; Kim Manolius, Deputy City Attorney; Gerald Green, Director, City Planning; Kate Lavetti, Executive Director, Civil Service Commission; Ginny Vida, Executive Director, Ethics Commission; Andrea Gourdine, Director, Human Resources; John Holtzman, Deputy City Attorney; Patty Fado, Director of Elections; Claire Murphy, Executive Director, Retirement System; Susan Leal, Treasurer/Tax Collector; Armando Cervantes, Chief Probation Officer, Adult Probation; David Frieders, Director, Department of Consumer Assurance; Carl Friedman, Director, Animal Care and Control; Dr. Boyd Stephens, Medical Examiner/Coroner; Gordon Park-Li, Assistant CEO, Superior Court; Alfred Chiantelli, Presiding Judge, Superior Court, Terence Hallinan, District Attorney; Fred Brousseau, Budget Analyst's Office; Robert Demmons, Chief, Fire Department; Jessie Williams, Chief Probation Officer, Juvenile Probation -YGC; Jeff Brown, Public Defender; Earl Sanders, Acting Chief of Police; Michael Hennessey, Sheriff. Supervisor Bierman absent for vote. Continued to June 27, 2000.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Finance and Labor Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5 42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30-day Rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

FINANCE AND LABOR COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 26, 2000

TO: Finance and Labor Committee

FROM: Budget Analyst

SUBJECT: Recommendations of the Budget Analyst for Amendment of the Mayor's Fiscal Year 2000-2001 Budget.

The Budget Analyst is providing the attached budget recommendations for departments listed below which are the subject of the Finance and Labor Committee budget review.

Finance and Labor Committee Budget Review- June 28, 2000, 1:00 p.m.

Page

Human Welfare

AGE Adult and Aging Services 1
CHF Children, Youth & Families 10
DSS Human Services 14
ENV Environment 31
HRC Human Rights Commission 36
RNT Rent Arbitration Board 40
WOM Commission on the Status of Women 44

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Community Health - Department of Public Health

HCN Community Health Network 48
HPH Public Health 60

Harvey M. Rose

cc: Supervisor Yee
Supervisor Bierman
President Ammiano
Clerk of the Board
Controller
Steve Kawa

Department: AGE Adult and Aging Services

FINANCIAL DATA:

The Adult and Aging Services Department's proposed $22,998,890 budget for FY 2000-01 is $3,195,725, or 16.14 percent, more than the original FY 1999-2000 budget of $19,803,165. The net increase from the revised FY 1999-2000 budget is $3,145,725 or 15.84 percent.

The Adult and Aging Services Department is a newly created department for FY 2000-01, merging the former Commission on Aging (COA), Public Administrator-Guardian, and the Mental Health Conservator function from the Department of Public Health. The FY 1999-00 original and revised budget amounts included in the Mayor's budget are comprised of the budgets of the previously separate Commission on Aging and Public Administrator-Guardian. Since the Mental Health Conservator function was not a discrete unit within the Department of Public Health, there is no FY 1999-00 comparison for that component of the new department's budget.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Access to Services	$ 1,810,421	$ 1,810,421	$ 1,665,156	$ (145,265)
Administration	1,589,737	1,639,737	1,954,353	364,616
County Veterans Services	238,441	238,441	256,068	17,627
Mental Health Conservator Svcs.	-	-	1,267,284	1,267,284
Public Administration/Guardian	3,377,872	3,377,872	4,114,924	737,052
Senior Central Development	1,154,931	1,154,931	1,475,372	320,441
Senior Independent	6,198,930	6,198,930	7,388,258	1,189,328
Services to Frail Elders	5,432,833	5,432,833	4,877,475	(555,358)
Total Expenditures	$ 19,803,165	$ 19,853,165	$ 22,998,890	$ 3,195,725
Less Work Order Recoveries	(136,900)	(136,900)	(171,627)	(34,727)
Net Expenditures	$ 19,666,265	$ 19,716,265	$ 22,827,263	$ 3,160,998

Department: AGE Adult and Aging Services

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTEs) budgeted for FY 2000-01 is 88.25 FTEs, which is 20.03 more than the 68.22 FTEs in the original FY 1999-2000 budget. This level of increase actually overstates the City wide difference in FTEs as it counts 17.5 FTEs assigned to the Mental Health Conservator function as new when in fact they were previously part of the staff of the Mental Health division of the Department of Public Health. However, there is no comparable FTE count in the Mental Health division's FY 1999-00 budget. In the Mental Health division, conservator functions were not performed by a discrete group of employees as they will be in the new Adult and Aging Services Department. Instead, the conservatorship function was one of many functions performed by Mental Health Division employees. Excluding the FTEs in the Mental Health conservatorship division, the proposed increase in FTEs in the Department is 2.53.

The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Access to Services	2.80	2.80	2.80	-
Administration	17.85	17.85	18.12	0.27
County Veterans Services	3.00	3.00	3.00	-
Mental Health Conservator Svcs.	-	-	17.50	17.50
Public Administration/Guardian	44.57	44.57	46.83	2.26
Total	68.22	68.22	88.25	20.03

DEPARTMENT REVENUES

Department revenue for the Adult and Aging Services Department budgeted for FY 2000-01 is $18,018,028, which is $251,176 more than the department revenue of $17,766.852 in the FY 1999-00 budget. The level of General Fund support is reported in the Mayor's budget to be increasing from an original amount of $3,757,045 in FY 1999-00 to $4.809,235 in FY 2000-01, or by $1,052,190 but this increase is mostly due to the inclusion of the Mental Health conservatorship function in the new Adult and Aging Services Department, which is partially funded by a State subvention through the General Fund.

Department: **AGE Adult and Aging Services**

DESCRIPTION

The $3,195,725 in increased expenditures presented in the Mayor's FY 2000-01 budget compared to the original FY 1999-00 budget is comprised of the following components:

Costs of mental health workers transferred from the Mental Health division	$1,267,284 *
Increases salary and benefits costs for new positions, existing position upgrades, and full year costs for positions added partially last fiscal year	278,401
Increased contractor costs for COA programs	809,143
Increase costs for data processing consultant services	337,000
Increased costs for COA professional and specialized services	258,819
Computer equipment purchases	90,000
Net other increases and transfers	155.078
	$3,195,725

*These costs are shown as new in the Adult and Aging Services budget even though they were part of the Department of Public Health Mental Health Divisions's costs in FY 1999-00. However, because the costs for this function were not separately identified in the FY 1999-00 Department of Public Health budget, there is no amount to use for comparison between the two fiscal years.

The explanations for each major area of cost increase are as follows.

Personnel cost increases

New Positions: As mentioned above, the costs for the Mental Health conservatorship program is not actually an increased cost but was previously part of the Department of Public Health. However, because the function was not separately identified in the Department of Public Health's budget, it is not possible to compare the proposed positions and expenditures in the new Adult and Aging Services Department with a budget or specific staffing level from last year for this function. 17.5 FTEs are included in the budget for the Mental Health conservatorship function and are shown as new positions for FY 2000-01. The Department of Public Health estimates that the equivalent level of staffing performed this function in FY 1999-00 and reports they have deleted the 17.5 FTEs from their budget.

The Department's budget does include a request for 1.5 new FTEs for FY 2000-01, which would equate to 2.0 FTEs on a full year annual basis. The two positions, one 1460 Legal Secretary II and one 4230 Estate Investigator, are requested by the Public Administrator Guardian program to help expedite case closures and to provide a greater level of supervision for the program's existing six Legal Secretary Is. The details on the costs of the proposed new positions are as follows:

Department: AGE Adult and Aging Services

Classification	# FTE 2000-01	Salaries & Benefits: 2000-01	FTE Annualized	Salaries & Benefits: Annual
1460 Legal Secretary II	.75	$54,114	1.0	$72,152
4230 Estate Investigator	.75	52,150	1.0	69,533
Total	1.5	$106,264	2.0	$141,685

Position substitutions: The Department is proposing position substitutions that would result in increased salary and benefits costs of $63,344 in FY 2000-01. The proposed substitutions are: one existing 8174 Attorney position to be replaced by one 8178 Senior Attorney for the Public Administrator Guardian program; and, one 1656 Head Accountant to be replaced by one 1657 Senior Systems Accountant in the Commission on Aging program. A final substitution, one 2988 Director of Aging Programs to be replaced by a 1377 Special Assistant XVIIII, is proposed to create a new higher level position to serve as director of the entire newly merged department. A summary of the fiscal impact of the proposed substitutions is as follows:

	Classification	# FTE 2000-01	Costs: 2000-01
8174	Attorney	(1.0)	($69,819)
8178	Senior Attorney	1.0	98,769
1656	Head Accountant	(1.0)	(69,103)
1657	Senior Systems Accountant	1.0	74,331
2988	Director, Aging Program	(1.0)	(91,423)
1377	Special Assistant XVIIII	1.0	115,359
	Subtotal Salaries	0.0	$58,114
	Plus benefits	0.0	5,230
	Total w/ benefits	0.0	$63,344

Full year costs of new positions added for part of FY 1999-00: The full annual costs of new positions added for part of FY 1999-00 will increase Department salary and benefits costs by $99,810 in FY 2000-01. With mandatory fringe benefits, the total impact will be $108,793 in FY 2000-01.

Non personnel cost increases

Contractor services funded through the Commission on Aging and funded by the City parking tax and State and Federal sources are proposed to increase by $809,143 in FY 2000-01. Other major non-personnel increases include professional computer consulting services for the Public Administrator Guardian program (according to the Department, this is not a new cost but was previously off-budget, funded by State-allowed excess interest earned on Public Administrator Guardian accounts), a cost of living adjustment for Commission on Aging program contractors of approximately 2.4 percent, and

Department: **AGE Adult and Aging Services**

purchase of computers in lieu of continuing more costly leasing of the same equipment for the Public Administrator Guardian program.

COMMENT

The Mayor's budget provides an increase of $3,195,725. Our recommended reductions, which total $126,630, would still allow an increase of $3,069,095 or 15.5 % in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AGE Adult & Aging

Page No.	Obj		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Commission on Aging Administration								
1704	001	Permanent Salaries • The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$1,108,095	$1,049,823	*
1712		Special Assistant XVIIII This new 1712 Special Assistant XVIIII, proposed as a subsitution for the existing 1712 Director, Aging Program position, would serve as the director of the new department at a total annual salary of $115,359 resulting in an additional annual cost of $30,159 in salaries and benefits. The new classification proposed is based on the salary level of directors of comparably sized City departments and to maintain appropriate internal salary differentials. We recommend approval of the substitution but a reduction in salaries and benefits costs for approximately two months before the position is filled The position for which this proposed new position is being substituted is currently vacant.	1377 S	1	0.83	115,359	92,287	$23,072

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AGE Adult & Aging

Page No.	Obj		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1712		Attrition Savings To reflect actual experience from FY 1999-00 which will still be in effect in FY 2000-01. The recommended reduction also includes the salary differential between a 1656 Head Accountant which was upgraded in FY 1999-00 to a 1657 Senior Systems Accountant and funded with the existing FY 1999-00 budget without prior Board of Supervisors approval. The additional annual cost for the upwards subsitution is approximately $5,698 in salaries and benefits.	9993M			$ (65,375)	$ (100,575)	$35,200
1704	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				267,188	252,944	14,244
Public Adminstrator Guardian								
1707	001	Permanent Salaries * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$2,656,402	$2,613,454	*

Department: AGE Adult & Aging

Page No.	Obj		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1714		Legal Secretary II	1460 N	0.75	0.0	$ 42,948	$0	$ 42,948
		This new position is requested to expedite case closures and to provide additional supervision of existing Legal Secretary staff. Because the Department is just merging with programs previously located in two other departments, additional clerical positions should not be added until it is first determined how the staffs from the merged departments will integrate their services and what staffing efficiencies can be realized from the merger. Presently the Department has six Legal Secretary I positions. We are recommending approval of one new Estate Investigator position for the Department to help expedite case closures and increase fee recovery						
1714		Estate Investigator	4230 N	0.75	0	41,389	0	41,389
1715		Estate Investigator	4230 L	0	0.75	0	41,389	(41,389)
		This position is requested to help reduce the case backlog and increase the number of cases closed each year, which will also increase Public Administrator Guardian fee revenue. We recommend that the position be approved as a limited term position and reassessed for permanent status after the current case backlog is reduced.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AGE Adult & Aging

Page No.	Obj		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1707	013	Mandatory Fringe Benefits				$ 659,849	$ 648,683	$ 11,166
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$ 126,630

DEPARTMENT: CHF CHILDREN, YOUTH & FAMILIES

FINANCIAL DATA:

The Department of Children, Youth & Families' proposed $28,850,662 budget for FY 2000-01 is $4,524,145 or 18.60 percent more than the original FY 1999-2000 budget of $24,326,517. The net increase from the revised FY 1999-2000 budget is $4,506,645 or 18.51 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
CHF-Administration	$ 851,000	$ 936,804	$ 821,000	$ (30,000)
CHF-Children Programs	18,622,253	18,778,949	22,191,702	3,569,449
CHF-Health	253,000	253,000	-	(253,000)
CHF-Library	-	-	-	-
Children's Baseline	4,600,264	4,375,264	5,837,960	1,237,696
Total Expenditures	$ 24,326,517	$ 24,344,017	$ 28,850,662	$ 4,524,145
Less Work Order Recoveries	(2,275,372)	(2,275,372)	(2,211,372)	64,000
Net Expenditures	$ 22,051,145	$ 22,068,645	$ 26,639,290	$ 4,588,145

Department: CHF CHILDREN YOUTH & FAMILIES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 27.68 FTEs, which is 0.23 FTEs less than the 27.91 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Administration	3.00	3.00	3.00	-
Children Programs	17.91	19.51	17.68	(0.23)
Children's Baseline	7.00	7.00	7.00	-
Total	27.91	29.51	27.68	(0.23)

DEPARTMENT REVENUES

Department revenues have increased by $3,316,449 or 19.5 percent and General Fund support has increased by $1,271,696 or 25.1 percent compared to the FY 1999-2000 budget. The majority of the increase in revenue is due to an increase of $3,169,976 from the Children's Fund, a Charter-mandated Property Tax set aside (Unallocated General Property Taxes). The monies in the Children's Fund have been set aside for specific program purposes in accordance with the City Charter.

The total required appropriation for the Children's Fund for FY 2000-01 is $63,742,496. However, the Controller's Office reports that the actual amount included in the FY 2000-01 budget is $64,330,085, or $587,589 more of primarily General Fund revenues than required by the City's Charter. Therefore, reductions to the proposed budget can be counted as General Fund savings.

A new Charter Amendment regarding the Children's Fund is currently pending before the Rules Committee of the Board of Supervisors to be on the November 7, 2000 ballot. The new Charter Amendment would extend the current Children's Fund for an additional 15 years, beyond the current expiration date of June 30, 2001, increase the allocation from the current $.025 to $.03 per one hundred dollars of assessed valuation each fiscal year and revise the specific program purpose allocations.

Department: **CHF CHILDREN YOUTH & FAMILIES (continued)**

DESCRIPTION

The significant changes in the proposed budget for Children, Youth and Their Families include a $1,300,677 increase for the City Grant Programs and a $1,239,999 increase for the Children's Baseline, the majority of which will be applied to the High Quality Child Care Program.

While the Department is not adding any new permanent positions, various substitutions, annualizations of existing positions and reclassifications along with cost-of-living adjustments and step increases result in an additional overall increase of $66,288 in Permanent Salaries, Misc.

COMMENT

The Mayor's budget provides an increase of $4,524,145. Our recommended reductions, which total $17,737, would still allow an increase of $4,506,408 or 18.52% in the Department's budget.

Department: CHF - Children, Youth and Their Families

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CBA		CHF - Administration						
1730	001	Permanent Salaries - Misc				$1,066,039	$1,051,962	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
737	9993M	Attrition Savings - Misc				(19,032)	(33,109)	$14,077
		Increase Attrition Savings - Misc to offset the effect of the Department's upward substitution of one 1367 Special Assistant VIII to a 1370 Special Assistant XI that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to maintain the existing filled position at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						
730	013	Mandatory Fringe Benefits				261,965	258,305	3,660
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Total Recommended Reductions						$17,737

DEPARTMENT: DSS HUMAN SERVICES

FINANCIAL DATA:

The Department of Human Services' proposed $434,727,690 budget for FY 2000-01 is $27,666,719 or 6.80 percent more than the original FY 1999-00 budget of $407,060,971. The net increase from the revised FY 1999-00 budget is $16,901,818 or 4.05 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration Support	$ 38,113,036	$ 38,377,846	$ 44,797,987	$ 6,684,951
Adult Services	51,131,503	51,131,503	57,392,078	6,260,575
CAAP	53,529,155	53,471,869	43,644,519	(9,884,636)
Calworks	92,472,958	92,738,195	94,356,360	1,883,402
Children's Baseline	7,900,569	8,100,569	7,959,832	59,263
Departmental Fund Transfer	1,431,999	1,431,999	-	(1,431,999)
Employment & Training Services	12,254,184	12,099,670	15,157,399	2,903,215
Family and Children Services	93,303,875	93,472,360	100,935,355	7,631,480
Food Stamps	8,478,379	8,978,289	10,206,755	1,728,376
Homeless Services	19,260,005	21,168,797	22,183,959	2,923,954
MEDI- CAL	11,936,962	19,606,429	22,768,783	10,831,821
Program Support	6,835,375	6,835,375	6,663,606	(171,769)
Refugee Resettlement Program	2,150,170	2,150,170	-	(2,150,170)
State Special Projects	8,237,801	8,237,801	7,930,261	(307,540)
Total Operating Expenditures	$ 407,035,971	$ 417,800,872	$ 433,996,894	$ 26,960,923
Capital Improvements & Fac. Maint.	25,000	25,000	730,796	705,796
Total Expenditures	$ 407,060,971	$ 417,825,872	$ 434,727,690	$ 27,666,719
Less Work Order Recoveries	(5,093,397)	(5,093,397)	(3,575,806)	1,517,591
Net Expenditures	$ 401,967,574	$ 412,732,475	$ 431,151,884	$ 29,184,310

Department: DSS HUMAN SERVICES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,722.47 FTEs, which is 84.24 FTEs more than the 1,638.23 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Administrative Support	198.60	198.94	221.96	23.36
Adult Services	140.31	140.31	147.44	7.13
CAAP	212.14	212.14	190.75	(21.39)
CalWorks	212.49	213.61	246.37	33.88
Children's Baseline	19.04	19.04	19.03	(0.01)
Employment & Training Services	55.00	55.00	58.73	3.73
Family and Children Services	354.71	355.38	371.43	16.72
Food Stamps	129.83	138.66	154.31	24.48
Homeless Services	16.41	16.41	18.35	1.94
Medi-Cal	192.14	192.14	192.88	0.74
Program Support	98.81	98.81	94.51	(4.30)
State Special Projects	8.75	8.75	6.71	(2.04)
Total	1,638.23	1,649.19	1,722.47	84.24

DEPARTMENT REVENUES

Department revenue for the Department of Human Services (DHS) in the FY 2000-01 budget is $315,872,151, which is $36,278,372 more than net department revenue of $279,593,779 in the original FY 1999-00 budget. General Fund support for DHS in the FY 2000-01 budget is $115,279,733, which is $5,662,063 less than General Fund support of $120,941,796 in the FY 1999-00 budget.

Department: DSS HUMAN SERVICES (continued)

DESCRIPTION

The Department's proposed FY 2000-01 budget is increasing by $27,666,719, or 6.8 percent, from the original FY 1999-00 budget and by 84.24 FTES. Of the 84.24 additional FTEs, 47.25 FTEs are new FTEs in FY 2000-01, which represents 59.5 new positions on an annualized basis, and 36.99 FTES are annualization of positions added in the FY 1999-2000 budget and other adjustments. In total, we are recommending approval of the 35 new FTEs and disapproval of 12.25 of the 47.25 new FTEs.

The major changes in the Department of Human Services (DHS) budget are described below, by program.

CalWORKS

DHS is requesting 30 new positions in the CalWORKS program to support the Department's efforts in providing job training and job placement to welfare recipients. The new positions would include 10 Employment and Training Specialists, plus one Employment and Training Specialist supervisor, to provide employment assessment, referrals and monitoring of participants in the welfare-to-work program. The new positions also include 17 Senior Social Workers, plus two Senior Social Worker supervisors, to provide a range of services to welfare recipients with housing, domestic violence, substance abuse, and other issues that serve as barriers to their entry to the workforce. According to DHS, CalWORKS caseload is declining, from an average caseload of approximately 8,900 cases per month in FY 1997-1998 to approximately 6,500 cases per month in FY 1999-00, a 27 percent decrease over the three-year period. The Department reports that the caseload for job retention for former CalWORKS recipients who are no longer eligible for cash aid is increasing, from an average of approximately 1,019 cases per month in FY 1999-00 to an estimated average of approximately 1,987 cases per month in FY 2000-01. Additionally, the Department states that the current CalWORKS caseload comprises a larger portion of the harder-to-serve clients with multiple barriers to entry to the workforce. In total, we are recommending approval of 29 of the 30 new positions and disapproval of 1 of the 30 new positions.

Food Stamps

DHS has requested one new Senior Eligibility Worker position in the Food Stamp program. During FY 1999-00, the Board of Supervisors approved a supplemental appropriation to fund 18 new positions in the Food Stamp program for one new Food Stamp intake unit to accommodate workload increases and a new outreach unit in response to expanded State eligibility for food stamps, particularly among immigrants (Files No. 99-1861 and 99-1862). Food Stamp caseload in FY 1999-00 averaged 11,068 cases per month and projected Food Stamp caseload in FY 2000-01 will average approximately 9,693 cases per month, a 12.4 percent decrease. We are recommending disapproval of this new position.

Department: DSS HUMAN SERVICES (continued)

County Adult Assisted Program (CAAP)

DHS has reduced the proposed budget for CAAP by $9,827,350, from $53,471,869 in FY 1999-00 to $43,644,519 in FY 2000-01, an 18.4 percent decrease. According to DHS, average monthly caseload as of May of 2000 was 1,210 below FY 1999-00 budgeted estimate of approximately 10,183. Projected aid payment expenditures in FY 1999-00 are $31,877,659, which is $7,301,129 less, than the FY 1999-00 budgeted amount of $39,178,788. In FY 2000-01 DHS has budgeted $28,717,932 for aid payments, which is $10,460,856 less than the amount budgeted of $39,178,788 in FY 1999-00.

Medi-Cal

DHS has requested $22,768,783 in FY 2000-01 for the Medi-Cal program, which is $3,162,354 more than was included in the FY 1999-00 revised budget amount of $19,606,429. Of this amount of $3,162,354, $2,900,263 is for increased aid payments. According to DHS, Medi-Cal caseload is expected to increase slightly from an average of 36,010 per month in FY 1999-00 to an estimated average of 36,109 per month in FY 2000-01. Much of this increase results from a State-funded program that provides cash assistance and Medi-Cal benefits to immigrants who are not eligible for Federal benefits.

Employment and Training Service

DHS has requested three new Employment and Training Specialist positions for the Employment and Training Service program in FY 2000-01. This program provides intensive employment services to participants in both CalWORKS and the Personal Assisted Employment Services (PAES) program, which was created in 1998 to help very low-income adults become economically self-sufficient. We are recommending approval the three new positions.

Family and Children Service

DHS has requested 11.5 new positions in the Family and Children Service program in FY 2000-01, which includes 10.5 Protective Service positions and 1 Protective Service Supervisor position. DHS projects an increase in adoption caseload from 1,024 in FY 1999-00 to 1,094 in FY 2000-01 and a decline in foster care caseload from 2,703 per month in FY 1999-00 to 2,668 per month in FY 2000-01. According to DHS, the State Department of Social Services recommended increased Child Welfare System staffing levels in County Human Services departments. DHS reports that the FY 2000-01 State allocation to San Francisco includes additional funds to support increased staffing for Family and Children Service. We are recommending approval of the 11.5 new positions.

Department: DSS HUMAN SERVICES (continued)

Adult Services

DHS has requested 9 new positions in FY 2000-01, which include 8 new Senior Social Worker and 1 new Protective Services position. According to DHS, 2 of the 8 new Senior Social Worker positions would be allocated to San Francisco General Hospital (SFGH) to perform early discharge planning and alternative placement for SFGH patients who no longer require acute care hospitalization, and 6 of the 8 new Senior Social Worker positions would work with the In-Home Supportive Services (IHSS) program. DHS projects that IHSS caseload will increase by 639 cases per month, from a FY 1999-00 average monthly caseload of 9,855 to an estimated FY 2000-01 average monthly case load of 10,494. Additionally, DHS has proposed one Protective Services Supervisor to provide training and develop policies and procedures for Adult Protective Services. DHS states that the proposed training position is modeled after the Child Protective Service training position. We are recommending approval of the 9 new positions.

Homeless Services

DHS has requested two new Senior Administrative Analyst positions in the Homeless program to administer the Federal Housing and Urban Development (HUD) McKinney grant and to set up and administer the CalWORKS rent subsidy program. We are recommending approval of the two new positions.

DHS is also proposing four new programs in the FY 2000-01 Homeless Services program budget, totaling $2,025,000. $325,000 would pay for two programs which are losing Federal McKinney grant funds in FY 2000-01; $300,000 would pay for a professional services contract to coordinate homeless shelter services; $700,000 would pay for an additional hotel master lease for homeless clients; and $700,000 would pay for a professional services contract for additional homeless supportive services.

Administration

DHS is requesting two new positions in the Administration budget. DHS is proposing to create one new Program Support Analyst position, which is currently filled on a contractual basis. According to DHS, the costs of such contract have been deleted in the proposed budget. Additionally, DHS is proposing one new Senior Clerk Typist position to be assigned to the Family and Children Service program. We are recommending approval of the two new positions.

The proposed Administration budget also includes requests for rental space for new or expanded programs, or to relocate from existing space. These budget requests include $462,000 for expanded Career Center space at 3120 Mission Street, $319,200 for space for the Family Assessment Center, $360,000 to replace space currently located at 1800 Oakdale Avenue, and $168,000 to expand space at 3450 Third Street.

Department: **DSS HUMAN SERVICES (continued)**

Program Support

DHS is requesting one new Senior Collections Officer to improve collection of outstanding debt owed to DHS. We are recommending approval of this new position.

Facilities Maintenance

The proposed facilities maintenance budget has increased from $25,000 in FY 1999-00 to $730,796 in FY 2000-01. Funds for the proposed facilities maintenance budget would come from 1978 municipal bond proceeds and accrued interest for maintenance, repairs, and upgrades of the City-owned property at 170 Otis Street and funds from Federal and State sources would be used for repairs at the City-owned property at 1001 Polk Street.

Materials and Supplies

DHS has requested $1,612,533 in the FY 2000-01 budget for materials and supplies, which is $578,157 more than the FY 1999-00 budget amount of $1,034,376. The FY 2000-01 DHS budget request is based on actual expenditures for materials and supplies in FY 1999-00, plus a proposed one-time increase of $300,000 for materials and supplies, including computers, for new employees.

Equipment

The proposed DHS budget for equipment of $1,090,929 is unchanged from the FY 1999-00 budget, and includes requests for 23 automobiles to replace aging vehicles, 68 new PC computers and 6 laptop computers.

Position Summary

The proposed DHS budget includes $109,752,604 for personnel costs, which is $6,978,979 or 6.8 percent more, than the amount for personnel costs included in the revised FY 1999-2000 budget of $102,773,625. These increased costs result from: (a) $3,294,666 for 47.25 proposed new FTEs (totaling 59.5 new positions, with an annualized cost of $4,293,089), (b) $17,696 for substitutions, (c) $191,908 for temporary salaries, (d) $618,503 for premiums, such as longevity pay and shift differentials, and (e) $2,856,206 for MOU related increases in salaries and fringe benefits and other adjustments. In summary, we are recommending approval of 43.5 new FTES of the 47.25 FTEs requested in the FY 2000-01 budget.

Department: DSS HUMAN SERVICES (continued)

COMMENT

The Mayor's budget provides an increase of $27,666,719. Our recommended reductions, which total $796,021, would still allow an increase of $26,870,698 or 6.6% in the Department's budget. Of the $796,021 in recommended reductions, $98,660 would result in a savings to the General Fund.

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CalWORKS - General Fund Non-Project								
766	001	Permanent Salaries - Misc.				$11,828,565	$11,604,830	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
788	001	Senior Social Worker	2912N	12.75	0.00	681,524	0	681,524
	001	Senior Social Worker	2912L	0.00	12.00	0	641,434	(641,434)
		Disapprove 0.75 FTE and approve 12.00 requested new FTEs. These positions are for a new program to provide intensive social services to CalWORKS recipients. According to DHS, the current CalWORKS caseload comprises a larger portion of harder-to-serve clients. The recommended 12.00 FTEs represent 16 positions on an annualized basis, which would comprise two social work units of 8 Senior Social Workers. The Budget Analyst is recommending approval of the requested 12.00 FTEs as L or limited tenure positions, reflecting that these new positions are funded fully from State and Federal funds. In total, we are recommending approval of 43.5 of the 47.25 requested new FTEs.						
788	001	Protective Services Supervisor	2944N	1.50	0.00	105,940	0	105,940
	001	Protective Services Supervisor	2944L	0.00	1.50	0	105,940	(105,940)
		Approve 1.5 FTE as L or limited tenure positions, which serve as supervisors to the Senior Social Worker positions noted above, reflecting that these new positions are funded fully from State and Federal funds.						

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Saving
1789	001	Employment and Training Specialist II	9703N	10.00	0.00	$550,710	$0	$550,
	001	Employment and Training Specialist II	9703L	0.00	7.50	0	413,033	(413,0

Reduce 10 new FTEs, which were included in the budget as full year positions to 7.5 FTE, to reflect a hiring date of October 1, 2000. Approval of 7.5 FTEs represents 10 new positions on an annualized basis, which are in addition to 107 existing Employment and Training Specialist II positions in CalWORKS, for a total of 117 positions. Approval of these 10 new positions would reduce average caseload from 58 CalWORKS recipients to 53 CalWORKS recipients per Employment and Training Specialist II position. According to DHS, of the average estimated monthly caseload of 6,200 in FY 2000-01, approximately 1,350 participants will reach their 2 year time limit, requiring intensive job training and placement. Additionally, the Budget Analyst recommends approval of 7 5 FTE as L or limited tenure position, reflecting that these new positions are funded fully from State and Federal funds. In total, we are recommending approval of 43.5 of the 47.25 new FTEs included in the FY 2000-01 budget.

1789	001	Employment and Training Specialist IV	9705N	0.75	0.00	46,647	0	46,6
	001	Employment and Training Specialist IV	9705L	0.00	0.75	0	46,647	(46,6

Approve 0.75 FTE, which serves as supervisor to the Employment and Training Specialist II positions noted above, as L or limited tenure, reflecting that this new position is funded fully from State and Federal funds.

1789	001	Attrition Savings	9993M			(606,513)	(652,481)	45,9

Increase attrition savings by $45,968 to offset new positions which were budgeted at Step 5.

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1766	013	Mandatory Fringe Benefits Corresponds to recommended reduction in salaries.				$3,107,218	$3,049,047	$58,171
1766	037	Aid Payments Reduce aid payments by $174,061 to reflect reduction in State cost of living adjustment for CalWORKS from 3.61 percent to 2.96 percent. This reduction would result in a savings of $4,351 to the General Fund.				37,336,594	37,162,533	174,061
Food Stamps - General Fund Non-Project								
1768	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				7,656,047	7,614,300	*
1790	001	Senior Eligibility Disapprove 0.75 FTE 2905 Senior Eligibility Worker. DHS has not shown sufficient justification for this new position in the Food Stamps program, which received 18 new positions in FY 1999-00. DHS has projected a 12.4 percent decrease in caseload in FY 2000-01 from FY 1999-00. In total, we are recommending approval of 43.5 of the 47.25 new FTEs included in the FY 2000-01 budget.	2905N	0.75	0.00	38,954	0	38,954
1791	001	Attrition Savings Increase attrition savings by $2,793 to offset the effect of the Department's upward substitution of two 2905 Senior Eligibility Worker to two 2913 Program Specialist, that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled positions at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.	9993M			(319,279)	(322,072)	2,793

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1768	013	Mandatory Fringe Benefits Corresponds to recommended reduction in salaries.				$1,981,005	$1,970,151	$10,85
Employment and Training Service - General Fund Non-Project								
1771	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				2,940,398	2,940,398	*
1795	001	Employment and Training Specialist III	9704N	2.25	0.00	126,905	0	126,90
	001	Employment and Training Specialist III	9704L	0.00	2.25	0	126,905	(126,90

The Budget Analyst recommends approval of requested 2.25 FTEs as L or limited tenure positions, reflecting that this position is fully funded from State and Federal funds. According to DHS, caseload for job retention services has increased from approximately 1,019 in FY 1999-00 to an estimated 1,987 in FY 2000-01.

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Family and Children Services - General Fund Non-Project								
1773	001	Permanent Salaries - Misc.				$19,530,105	$19,474,550	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1797	001	Protective Services Worker	2940N	8.00	0.00	502,581	0	502,581
	001	Protective Services Worker	2940L	0.00	8.00	0	502,581	(502,581)
		Approve 8.00 FTE as L or limited tenure, reflecting that these new positions are funded fully from State and Federal funds. According to DHS, the State Department of Social Services has recommended increased Child Welfare staffing levels to meet increased demand for Child Welfare services.						
797	001	Protective Services Supervisor	2944N	0.75	0.00	52,970	0	52,970
	001	Protective Services Supervisor	2944L	0.00	0.75	0	52,970	(52,970)
		Approve 0.75 FTE, which serves as supervisor to the positions noted above, as L or limited tenure, reflecting that this new position is funded fully from State and Federal funds.						
798	001	Attrition Savings				(922,929)	(978,484)	55,555
		Increase attrition savings by $55,555 to offset new positions which were budgeted at Step 5 .						
773	013	Mandatory Fringe Benefits				4,950,377	4,935,933	14,444
		Corresponds to recommended reduction in salaries.						

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Adult Services - General Fund Non-Project								
1775	001	Permanent Salaries - Misc.				$7,416,163	$7,415,667	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1800	001	Senior Social Worker	2912N	6.00	0.00	320,717	0	320,71
	001	Senior Social Worker	2912L	0.00	6.00	0	320,717	(320,71
		Approve 6.00 FTE as L or limited tenure, reflecting that these new position are funded fully from State and Federal funds. 4.5 FTEs, which represent 6 positions on an annualized basis, would provide discharge and placement services for SFGH patients and 1.5 FTE, which represents 2 positions on an annualized basis, would provide social service support to the IHSS program.						
1801	001	Protective Services Supervisor	2944N	0.75	0.00	52,970	0	52,97
	001	Protective Services Supervisor	2944L	0.00	0.75	0	52,970	(52,97
		Approve 0.75 FTE, which serves as supervisor to the positions noted above. as L or limited tenure, reflecting that this new position is funded fully from State and Federal funds.						
1801	001	Attrition Savings	9993M			317,281	316,785	49
		Increase attrition savings by $496 to offset the effect of the Department's upward substitution a 1444 Secretary I to a 1426 Senior Account Clerk, that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled position at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1775	013	Mandatory Fringe Benefits				$1,916,474	$1,916,345	$129
		Corresponds to recommended reduction in salaries.						
Homeless Services - General Fund Non-Project								
1776	001	Permanent Salaries - Misc.				725,612	715,247	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1802	001	Senior Administrative Analyst	1823N	1.50	0.00	103,654	0	103,654
	001	Senior Administrative Analyst	1823L	0.00	0.75	0	51,827	(51,827)
	001	Senior Administrative Analyst	1823G	0.00	0.75	0	51,827	(51,827)
		Designate one of the new Senior Administrative Analyst positions as L or limited tenure, reflecting that this position is funded fully from State and Federal funds, and designate one of the new positions as G or Grant funded, reflecting that this position is funded fully by the McKinney Federal grant. One requested new position would work with the CalWORKS rent subsidy program and the other requested new position would administer the McKinney Federal Grant.						
802	001	Attrition Savings				(45,319)	(55,684)	10.365
		Increase attrition savings by $10,365 to offset new positions which were budgeted at Step 5 .						
776	013	Mandatory Fringe Benefits				209,672	206,977	2.695
		Corresponds to recommended reduction in salaries.						

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Saving
1776	027	Professional and Specialized Services				$20,994,829	$20,994,829*	
		Reserve $240,000 of the $300,000 requested for the new Homeless Services program to coordinate homeless shelter services, pending submission of a program plan and budget details to the Board of Supervisors. The Budget Analyst recommends approval of $60,000 for staff development and training for staff of non-profit organizations providing homeless services ($50,000) and for an information technology consultant to develop a common database for homeless clients who access City emergency services ($10,000).						
Administration - General Fund Non-Project								
1778	001	Permanent Salaries - Misc.				10,746,151	10,737,897	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1804	001	Senior Clerk Typist	1426N	0.75	0.00	31,242	0	31,2
	001	Senior Clerk Typist	1426L	0.00	0.75	0	31,242	(31,24
		Approve 0.75 FTE as L or limited tenure, to reflect that this position is fully funded from State and Federal funds. This position would provide clerical support to the Family and Children Services program.						
1807	001	Attrition Savings	9993M			(399,351)	(407,605)	8,2
		Increase attrition savings by $8,254 to (a) offset a new position which was budgeted at Step 5 , and (b) to offset the effect of the Department's upward substitution of four positions (1450 Executive Secretary I to 1452 Executive Secretary II; 1426 Senior Clerk Typist to 1450 Executive Secretary I; 1822 Administrative Analyst to 1823 Senior Administrative Analyst; and 1424 Clerk Typist to 1426 Senior Clerk Typest) that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendation will enable the Department to continue to maintain the existing filled positions at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1778	013	Mandatory Fringe Benefits Corresponds to recommended reduction in salaries.				$2,837,352	$2,835,206	$2,146
1778	035	Other Current Expenses * Reserve $1,309,200 for proposed new leases for relocation, expansion, or implementation of new programs for (a) 3120 Mission Street , (b) 1800 Oakdale Street , (c) Family Assessement Center , and (d) 3450 Third Street pending submission of budget details to the Board of Supervisors.				10,632,367	10,632,367*	
1778	040	Materials and Supplies Reduce materials and supplies by $120,000. DHS included $300,000 in the proposed budget as a one-time expense to purchase computers and other supplies for 47.25 new FTEs. Our recommendation would allow $180,000 for materials and supplies for new employees. Of the recommended reduction of $120,000, $60,000 or one-half, would result in a savings to the General Fund.				1,583,043	1,463,043	120,000
1779	060	Equipment * Reduce the amount budgeted for equipment by $68,593 as noted below. Of the recommended reduction of $68,593, $34,297 or one-half, would result in a savings to the General Fund.				1,090,929	1,022,336	*
813	060	Replacement Vehicles Reduce the amount budgeted for 23 replacement vehicles to the actual cost of 23 vehicles at $20,809	SS009R	23.00	23.00	529,000	478,607	50,393
813	060	PC Systems Reduce the amount budgeted for 68 new computers to reflect the actual cost per computer of $3,750.	SS013R	68.00	68.00	272,000	255,000	17,000

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DSS- Department of Human Services

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1813	060	Laptop Computers Reduce the amount budgeted for 6 new laptop computers to reflect the actual cost per computer of $4,800.	SS016N	6.00	6.00	$30,000	$28,800	$1,2
1779	081	Services of Other Departments Reserve $476,335 which is one-third of the Worker's Compensation budget of $1,429,006, pending Departmental report to the Board of Supervisorson measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.				14,381,137	14,381,137*	
Program Support - General Fund Non-Project								
1781	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				11,828,565	11,824,775	*
1808	001	Attrition Savings Increase attrition savings by $3,790 to offset new positions which were budgeted at Step 5.	993M			273,210	269,420	3,79
1781	013	Mandatory Fringe Benefits Corresponds to recommended reduction in salaries.				1,256,481	1,255,496	98
		Total Recommended Reductions						$796,021
		Total Recommended Reserves						$2,025,53

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

DEPARTMENT: ENV ENVIRONMENT

FINANCIAL DATA:

The Environmental Department's proposed $1,430,999 budget for FY 2000-01 is $778,689 or 119.37 percent more than the original FY 1999-00 budget of $652,310. The net increase from the revised FY 1999-00 budget is $742,489 or 107.84 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Environment	$ 552,310	$ 588,510	$ 1,430,999	$ 878,689
Total Operating Expenditures	$ 552,310	$ 588,510	$ 1,430,999	$ 878,689
Capital Improvements & Fac. Maint.	100,000	100,000	-	(100,000)
Total Expenditures	$ 652,310	$ 688,510	$ 1,430,999	$ 778,689
Less Work Order Recoveries	(89,100)	(125,300)	(491,400)	(402,300)
Net Expenditures	$ 563,210	$ 563,210	$ 939,599	$ 376,389

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 13.29 FTEs, which is 7.08 FTEs more than the 6.21 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Environment	6.21	6.21	13.29	7.08
Total	6.21	6.21	13.29	7.08

Department: ENV ENVIRONMENT (continued)

The FY 2000 01 budget contains 7.08 additional FTEs, including 6.0 FTEs transferred from the Department of Administrative Services (DAS) and the Public Utilities Commission (PUC), 0.5 ne3w FTE, and 0.25 FTE for the annualization of a position approved in the FY 1999-00 budget and other adjustments.

DEPARTMENT REVENUES

General Fund Support for the Department of the Environment in the FY 2000-01 budget is $939,599 which is $376,389 or 66.8 percent more than General Fund Support of $563,210 in the original budget for FY 1999-00.

DESCRIPTION

The FY 2000-01 budget for the Department of the Environment is increasing by 119.37 percent over the original budget for FY 1999-00, resulting primarily from the transfer of the Clean Air Program from the Department of Administrative Services. The Clean Air Program is an umbrella program for several programs including the Commute Assistance Program, Cops on Bikes, and City Hall Parking. According to the Department, the request for increased funding is intended to provide the Department with the resources to improve delivery of environmental services and public outreach information regarding alternative transportation methods and efficient energy use.

Personnel The Department of the Environment is proposing 6.5 additional FTEs as follows:

- 5.0 FTEs transferred from the Department of Administrative Services as part of the Clean Air Program, which includes 3.0 FTE 1368 Special Assistant IX, 1.0 FTE 9910 Public Service Trainee, 1.0 FTE 1373 Special Assistant XI
- 1.0 FTE 5633 Water and Power Specialist transferred from the Public Utilities Commission
- New 0.5 FTE 9910 Public Service Trainee

The Department of the Environment has also proposed upward substitutions of 1.0 FTE 1366 Special Assistant VI to 1.0 FTE 1312 Public Information Officer, and 1.0 FTE 1366 Special Assistant VI to 0.75 FTE 1368 Special Assistant IX.

Professional and Specialized Services The department is proposing an increase of $208,862 in Professional and Specialized Services, from $11,000 in FY 1999-00 to $219,862 in FY 2000-01.
The proposed funds would be used for consultants (a) to implement various facets of the Clean Air Program as discussed above, and (b) for the Integrated Pest Management Program (IPM).

Department: ENV ENVIRONMENT (continued)

train City employees on the safe use of pesticides. The department would also use a portion of the funds for the cost of the City's annual IPM conference.

087 Expend for Recovery for Services to Non-AAO Funds

The department has budgeted for the recovery of $366,100, $266,646 of which comes from the San Francisco County Transportation Authority to reduce traffic congestion and improve air quality, and $99,454 of which comes from the Commuter Check Program to encourage the use of public transportation by City employees.

COMMENT

The Mayor's budget provides an increase of $778,689. Our recommended reductions, which total $8,113, would still allow an increase of $770,576 or 118 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ENV Department of the Environment

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1815	001	Permanent Salaries - Misc.				$753,716	$749,261	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1817	001	Water and Power Specialist	5633R	1.00	0.00	$2,778	0	$2,7
1817	001	Water and Power Specialist	5633G	0.00	1.00	0	82,778	(82,77
		Designate this position as 'G' for Grant funded.						
1817	001	Public Service Trainee	9910N	0.50	0.25	4,832	4,832	
		Reduce this position from 0.5 FTE to 0.25 FTE to reflect the actual number of hours budgeted, which does not result in a savings. This position, which is an Integrated Pest Management program student intern, is budgeted for approximately 580 hours at $8.32 per hour. The Department of the Environment will be reimbursed on a work-order basis by City departments participating in the Integrated Pest Management program for the amount of $4,832 budgeted for this position.						
1817	001	Attrition Savings	9993M			(16,240)	(20,695)	4,45
		Increase attrition savings to reflect the cost of the vacant 5633 Water and Power Specialist position, which is budgeted at Step 5 for an annual cost of $82,778.						
1815	013	Mandatory Fringe Benefits				187,176	186,018	1,1
		The amount corresponds to the reduction in attrition and temporary salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: ENV Department of the Environment

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1815	060	Equipment Purchase				15,000	12,500	2,500

Disapprove $2,500 for dataprocessing equipment. The Budget Analyst is recommending approval of $12,500 for the upgrade of 4 existing computers and the purchase of two new computers.

Total Recommended Reductions $8,113

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: HRC HUMAN RIGHTS COMMISSION

FINANCIAL DATA:

The Human Rights Commission's proposed $4,289,237 budget for FY 2000-01 is $277,178 or 6.91 percent more than the original FY 1999-00 budget of $4,012,059. The net increase from the revised FY 1999-00 budget is $277,178 or 6.91 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Human Rights Commission	$ 4,012,059	$ 4,012,059	$ 4,289,237	$ 277,178
Less Work Order Recoveries	(2,193,709)	(2,193,709)	(2,484,654)	(290,945)
Net Expenditures	$ 1,818,350	$ 1,818,350	$ 1,804,583	$ (13,767)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 42.64 FTEs, which is 0.27 FTEs more than the 42.37 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Human Rights Commission	42.37	42.37	42.64	0.27
Total	42.37	42.37	42.64	0.27

Department: **HRC HUMAN RIGHTS COMMISSION (continued)**

The net increase of 0.27 FTEs is due to 2.25 new FTE positions included in the FY 2000-01 budget offset by reductions of 1.98 FTEs, resulting from substitutions, the termination of grant funded positions and other adjustments.

DEPARTMENT REVENUES

General Fund Support for the Human Rights Commission budgeted for FY 2000-01 is $1,804,583, which is $78,432, or 4.5 percent more than the General Fund Support of $1,726,151 in the original FY 1999-00 budget.

DESCRIPTION

Personnel: The Human Rights Commission has proposed 2.25 new Contract Compliance Officer positions in its FY 2000-01 budget. Two full-time positions are for monitoring compliance with the Equal Benefits Ordinance and one quarter-time position is for monitoring compliance with minority contracting procedures. However, a study commissioned by the Mayor released its findings in June of 2000 and included the recommendation that the contract compliance function, currently performed by the Human Rights Commission, be transferred to the Controller's Office.

COMMENT

The Mayor's budget provides an increase of $277,178 or 6.91 percent. Our recommended reductions, which total $38,194, would still allow an increase of $238,984 or 5.96 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: HRC Human Rights Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
General Fund - Non Project								
1821	001	Permanent Salaries - Misc.				$ 1,014,169	$ 1,006,444	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendation regarding individual classifications.						
1824	001	Attrition Savings - Misc.	9993M			(49,309)	(57,034)	7,725
		Increase attrition savings by $7,725 to represent the same percentage of permanent salaries in the FY 2000-01 budget as in the FY 1999-00 budget.						
1821	013	Mandatory Fringe Benefits				245,129	243,120	2,009
		Corresponds to reduction in permanent salaries.						

Department: HRC Human Rights Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
General Fund Work Order Fund								
322	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$1,630,676	$1,608,089	*
325	001	Contract Compliance Officer I The requested new 2.25 FTE Contract Compliance Officer I positions are comprised of (a) 2.00 FTE for two positions to monitor the Equal Benefits Ordinance and (b) 0.25 FTE for a quarter-time position to monitor MBE/WBE compliance. We are recommending (a) reducing 2.00 FTE for monitoring the Equal Benefits Ordinance by 0.33 FTE to 1.67 FTE to reflect the likely hiring date of September 1, 2000, and (b) approving 0.25 FTE for monitoring MBE/WBE compliance, for a total of 1.92 FTEs (1.67 plus 0.25).	2992	2.25	1.92	152,463	129,876	22,587
322	013	Mandatory Fringe Benefits Corresponds to reduction in permanent salaries.				392,671	386,798	5,873
		Total Recommended Reductions						$ 38,194

DEPARTMENT: RNT RENT ARBITRATION BOARD

FINANCIAL DATA:

The Rent Arbitration Board's proposed $3,264,533 budget for FY 2000-01 is $108,533 or 3.44 percent more than the original FY 1999-2000 budget of $3,156,000. The net decrease from the revised FY 1999-2000 budget is $49,941 or 1.51 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Rent Board	$ 3,156,000	$ 3,314,474	$ 3,264,533	$ 108,533
Total Expenditures	$ 3,156,000	$ 3,314,474	$ 3,264,533	$ 108,533

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 30.79 FTEs, which is 1.25 FTEs less than the 32.04 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Rent Board	32.04	32.04	30.79	(1.25)
Total	32.04	32.04	30.79	(1.25)

Department: RNT RENT ARBITRATION BOARD (continued)

DEPARTMENT REVENUES

All rental units in the City, with specific exceptions, are subject to the provisions of the Rent Arbitration Board (Rent Board) Ordinance and the Rent Board's annual fees. The activities of the Rent Board are funded by these fees, which were increased from $10 to $16 for each rental unit, a 60 percent increase, in 1999. The Department has budgeted $3,136,000 from this source for FY 2000-01, the same amount budgeted in the current fiscal year.

Department revenues are projected to decrease by $49,941 or 1.58 percent, primarily due to carryforward revenues of $108,533, which are reduced by the one-time $175,000 appropriation of General Fund revenue in the current Fiscal Year to conduct a Socio-Economic Study, which will not occur in the next Fiscal Year. The Rent Board conducted a Public Hearing on the Socio-Economic Study in May of 2000, to obtain public comments on the issues of concern to be included in the proposed Study. In order to select the consultant to perform this Socio-Economic Study, the Rent Board anticipates issuing a Request for Qualifications (RFQ) in mid-July and awarding a contract during the Fall. The Socio-Economic Study is anticipated to take approximately one year to complete, or by the Fall of 2001.

DESCRIPTION

Although the Rent Board is not adding any new full-time staff positions in the proposed budget, there will be an increase in Permanent Salaries – Misc. of $216,774 and related Mandatory Fringe Benefits of $45,694. This increase results from three substitutions: (1) one 1652 Senior Accountant to one 1654 Principal Accountant; (2) one 8176 Trial Attorney to one 8178 Senior Trial Attorney, and (3) one 1244 Senior Personnel Analyst to one 1270 Departmental Personnel Officer; which have been approved by the Department of Human Resources at an annualized additional cost of $23,200. The Budget Analyst notes that there is a 0.07 increase due to annualization of the 1244 Senior Personnel Analyst position, which is shared among four, small departments (Department on the Status of Women, Rent Board, Commission on Aging, and the Art Commission). During last year's budget cycle, the requested 1270 position had been cut to a 1244 position. According to the Department, a suitable candidate could not be procured at the lower 1244 position level.

In addition, annualizations of six new positions added during the current year will result in increased costs in FY 2000-01 of $124,523. The balance of the increased personnel costs is due to further step adjustments for existing staff. To offset a portion of these increased costs, Temporary Salaries will be reduced by $125,000, eliminating the three temporary 8176 Trial Attorneys hired during the current year, to reduce the Rent Board's backlog of cases. The increased costs to pay for the recently approved SEIU contractual wage rates will be paid from the existing budget, through an increase in Attrition Savings.

Department: RNT RENT ARBITRATION BOARD (continued)

COMMENT

The Mayor's budget provides an increase of $108,533. Our recommended reductions, which total $16,692, would still allow an increase of $91,841 or 2.91% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: RNT - Rent Arbitration Board

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CCC		Rent Board						
29	009	Premium Pay				$16,876	$14,026	$2,850
		Reduce to reflect the Mayor's disapproval of two additional 1446 Secretary IIs,who would have otherwise qualified for this Premium Pay.						
29	013	Mandatory Fringe Benefits				477,081	463,239	13,842
		Adjust calculation for Fringe Benefits to reflect the substitution of three full-time staff for six part-time staff.						
		Total Recommended Reductions						$16,692

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: WOM DEPARTMENT OF THE STATUS OF WOMEN

FINANCIAL DATA:

The Department of the Status of Women proposed $2,700,790 budget for FY 2000-01 is $102,269 or 3.94 percent more than the original FY 1999-00 budget of $2,598,521. The net increase from the revised FY 1999-00 budget is $74,969 or 2.86 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Children's Baseline	$ 165,997	$ -	$ 165,997	$ -
Commission on Status of Women	2,248,524	2,441,821	2,350,793	102,269
Domestic Violence Program	184,000	184,000	184,000	-
Total Expenditures	$ 2,598,521	$ 2,625,821	$ 2,700,790	$ 102,269
Less Work Order Recoveries	-	(27,300)	(54,600)	(54,600)
Net Expenditures	$ 2,598,521	$ 2,598,521	$ 2,646,190	$ 47,669

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 7.84 FTEs, which is 0.07 FTEs more than the 7.77 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Commission on the Status of Women	7.77	7.77	7.84	0.07
Total	7.77	7.77	7.84	0.07

Department: WOM DEPARTMENT OF THE STATUS OF WOMEN (continued)

DEPARTMENT REVENUES

The projected revenue for FY 2000-01 remains unchanged from FY 1999-00 at $216,000. General Fund support has increased by $47,669 or 1.99 percent.

DESCRIPTION

The net increase in Department operating expenditures from the FY 1999-00 original budget is $47,669. The non-personnel, net increase in expenditures, totaling $38,974, is summarized below:

- $346,114 net increase in 038 City Grant Programs, which totals $1,842,625 in the Mayor's proposed budget and represents the associated costs of the City's funding of domestic violence shelters and victim services. The net increase includes:
  - $349,997 increase due to an expenditure reallocation from 027 Professional & Specialized Services (including $165,997 from the Children's Baseline and $184,000 from the Domestic Violence Program) and
  - $ 3,883 decrease in grant expenditures.
- $199,497 net decrease in 027 Professional & Specialized Services including:
  - $349,997 decrease due to expenditure reallocation to 038 City Grant Programs,
  - $100,000 increase due to an expenditure reallocation from 035 Other Current Expenses, and
  - $ 50,500 increase related to DHS work order expenditures pertaining to domestic violence prevention services for CalWORKS clients (all of which is fully recoverable).
- $ 95,900 net decrease in 035 Other Current Expenses due to:
  - $100,000 decrease due to an expenditure reallocation to 027 Professional & Specialized Services
  - $ 4,100 increase related to DHS work order expenditures pertaining to domestic violence prevention services for CalWORKS clients (all of which is fully recoverable).
- $ 54,600 decrease in 086 Interdepartmental Recovery due DHS work order recoveries related to domestic violence prevention services for CalWORKS clients.
- $ 21,700 increase in 060 Equipment Purchase pertaining to the purchase of eight computers and one LaserJet printer.
- $ 17,578 increase in 081 Services of Other Departments due to the increase in work order expenditures as a result of increasing Telecommunication and Information Systems charges.
- $ 3,579 increase in 049 Other Materials & Supplies for ergonomically correct furniture.

Department: WOM DEPARTMENT OF THE STATUS OF WOMEN (continued)

Personnel: The proposed budget includes a net increase of 0.07 full-time equivalent (FTE) positions over the FY 1999-00 original budget. The proposed budget includes salaries and fringe benefits costs of $571,091, a net increase of $8,695 or 1.55 percent over the FY 1999-00 original budget.

The increase in FTEs is summarized below:

- 0.07 increase due to the annualization of a 1244 Senior Personnel Analyst position, which is shared among four, small departments (Department on the Status of Women, Rent Board, Commission on Aging, and the Art Commission).
- The proposed budget also includes a position substitution of the above 1244 position to a higher-paid 1270 Departmental Personnel Officer position. During last year's budget cycle the requested 1270 position had been cut to a 1244 position. According to the department a suitable candidate could not be procured at the 1244 position level.

The increase in salaries and fringe benefits costs is summarized below:

- $2,226 increase in salary costs, and
- $6,469 increase in fringe benefits costs.

COMMENT

The Mayor's budget provides an increase of $102,269. Our recommended reductions, which total $907, would still allow an increase of $101,362 or 3.90 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

epartment: WOM - Department on the Status of Women

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
mmission on Status of Women - General Fund Non-Project								
336	060	Equipment Purchase				$ 21,700	$ 20,793	$ 907
		Reduce budget to actual purchase quote: $2,395 per unit including computer, monitor, speakers, software, tax and the Committee on Information Technology fee for a total of $19,160 for eight units and $1,633 for one LaserJet printer.						
		Total Recommended Reductions						$ 907

DEPARTMENT: HCN COMMUNITY HEALTH NETWORK

FINANCIAL DATA:

The Community Health Network's proposed $525,519,912 budget for FY 2000-01 is $19,475,449 or 3.57 percent less than the original FY 1999-00 budget of $544,995,361. The net increase from the revised FY 1999-00 budget is $9,250,854 or 1.79 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
CHF-Public Health	$ 257,762	$ 257,762	$ -	$ (257,762)
Children's Baseline	11,699,699	11,699,699	12,013,500	313,801
Forensics - Ambulatory Care	21,396,862	21,531,862	21,545,368	148,506
Laguna Honda -Comm Support Care	991,451	991,451	997,795	6,344
Laguna Honda Hosp -Acute Care	1,616,082	1,616,082	1,624,089	8,007
Laguna Honda -Long Term Care	117,849,918	118,052,626	121,127,618	3,277,700
Primary Care-Ambu Care -Health Cntr	39,030,961	39,843,756	38,545,776	(485,185)
Primary Care-Comm Supp - IHSS	828,918	828,918	747,698	(81,220)
SFGH- Acute Care-Forensics	2,008,055	2,008,055	2,014,256	6,201
SFGH- Acute Care-Hospital	285,253,675	257,360,572	258,292,560	(26,961,115)
SFGH- Acute Care-Psychiatry	21,614,806	22,026,019	22,607,840	993,034
SFGH- Ambu Care-Adult Med Hlth Cntr	2,885,772	2,885,772	2,983,125	97,353
SFGH- Ambu Care-Family Health Cntr	2,891,703	2,542,626	1,838,919	(1,052,784)
SFGH- Ambu Care-Methadone Clinic	-	890,139	1,605,908	1,605,908
SFGH- Ambu Care-Methadone Grant	541,061	(1)	-	(541,061)
SFGH- Ambu Care-Occupational Health	2,269,109	1,604,058	1,607,248	(661,861)
SFGH- Ambu Care-Women's Health Cntr	1,959,840	1,959,840	2,084,478	124,638
SFGH- Early Prevention- Poison Control	-	-	-	-
SFGH-Emergency- Emergency	10,324,835	10,324,835	11,080,375	755,540
SFGH-Emergency- Psychiatric Services	4,105,715	4,105,715	4,113,551	7,836
SFGH-Long Term Care- RF Psychiatry	13,577,137	13,577,137	13,743,577	166,440
Total Operating Expenditures	$ 541,103,361	$ 514,106,923	$ 518,573,681	$ (22,529,680)
Capital Improvements & Fac. Maint.	3,892,000	2,162,135	6,946,231	3,054,231
Total Expenditures	$ 544,995,361	$ 516,269,058	$ 525,519,912	$ (19,475,449)
Less Work Order Recoveries	(16,446,969)	(16,086,744)	(16,278,883)	168,086
Net Expenditures	$ 528,548,392	$ 500,182,314	$ 509,241,029	$ (19,307,363)

Department: HCN COMMUNITY HEALTH NETWORK (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 4,789.96 FTEs, which is 86.69 FTEs less than the 4,876.65 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
CHF-Public Health	4.38	4.38	-	(4.38)
Children's Baseline	144.12	144.12	147.27	3.15
Forensics - Ambulatory Care	208.71	208.71	202.98	(5.73)
Laguna Honda -Long Term Care	1,480.81	1,480.81	1,495.43	14.62
Laguna Honda Hosp -Acute Care	18.23	18.23	18.25	0.02
Laguna Honda -Comm Support Care	15.57	15.57	15.09	(0.48)
Primary Care-Ambu Care -Health Cntrs	450.50	450.50	444.09	(6.41)
Primary Care-Comm Supp - IHSS	8.84	8.84	8.25	(0.59)
SFGH- Acute Care-Forensics	24.74	24.74	24.73	(0.01)
SFGH- Acute Care-Hospital	1,868.43	1,868.43	1,782.42	(86.01)
SFGH- Acute Care-Psychiatry	182.18	182.18	182.54	0.36
SFGH- Ambu Care-Adult Med Hlth Cntr	41.93	41.93	41.49	(0.44)
SFGH- Ambu Care-Family Health Care	27.77	27.77	22.45	(5.32)
SFGH- Ambu Care-Methadone Clinic	-	-	13.91	13.91
SFGH- Ambu Care-Methadone Grant	8.58	8.58	-	(8.58)
SFGH- Ambu Care-Occupational Health	19.11	19.11	14.11	(5.00)
SFGH- Ambu Care-Women's Health Cntr	24.53	24.53	24.53	-
SFGH-Emergency- Emergency	95.23	95.23	99.69	4.46
SFGH-Emergency- Psychiatric Services	40.88	40.88	40.85	(0.03)
SFGH-Long Term Care- RF Psychiatry	212.11	212.11	211.88	(0.23)
Total	4,876.65	4,876.65	4,789.96	(86.69)

DEPARTMENT REVENUES

Department revenue for the Community Health Network budgeted for FY 2000-01 is $559,359,581, which is $21,851,372 less than the department revenue of $581,210,953 in the FY 1999-00 original budget.

Department: HCN COMMUNITY HEALTH NETWORK (continued)

General Fund support for the Community Health Network budgeted for FY 2000-01 is $155,200,811, which is $14,407,143 more than the General Fund support of $140,793,668 in the FY 1999-00 original budget.

Major revenue changes in the Community Health Network include: (a) increased insurance and non-Medicare and non-Medi-Cal patient revenues for San Francisco General Hospital (SFGH), (b) reduced Medicare revenues for SFGH and Laguna Honda Hospital (LHH) but increased Medicare revenues for Primary Care, (c) reduced Medi-Cal revenues for SFGH and Primary Care but increased Medi-Cal revenues for LHH, (d) decreased SB 855 revenues for SFGH, (e) increased State realignment revenues for SFGH, and (f) increased bad debts for SFGH and Primary Care.

DESCRIPTION

The decrease in Community Health Network (HCN) total expenditures from the FY 1999-00 original budget is $19,475,449. Major expenditure changes in the proposed budget, as compared to the original FY 1999-00 budget, are summarized below:

- $3.1 million funding decrease for salaries due to the net decrease of 86.60 FTE positions.
- $5.0 million funding decrease for materials and supplies due primarily to reduced SFGH pharmaceutical expenditures as a result of the proposed transfer of outpatient pharmacy services from SFGH to community pharmacies.
- $30.0 million funding decrease for other fixed charges offset by funding increases of (a) $12.4 million for professional and specialized services, (b) $0.8 million for LHH and Forensic Services hospital, clinic, and laboratory supplies, (c) $2.6 million for new medical and computing equipment purchases, and (d) $3.3 million for building improvements to ensure the seismic safety of SFGH and its Plant Building, and to improve patient care facilities at SFGH and LHH.
- $0.8 million funding decrease for equipment rental and lease, facilities maintenance, and utilities.

The proposed budget includes a net decrease of 86.69 full-time equivalent (FTE) positions over the FY 1999-00 original budget. In the FY 2000-01 proposed budget, the Community Health Network has eliminated 116.59 FTE positions and added 29.90 FTE new positions. The 29.90 FTE new positions are as follows:

- 4.15 FTE new positions to generate clinical, administrative, and financial enhancements to the Trauma Program in order to maintain the SFGH Trauma Center's State of California

Department: HCN COMMUNITY HEALTH NETWORK (continued)

[Title 22] and American College of Surgeons Level 1 Trauma Center designation. These 4.15 FTE new positions represent 4.40 FTE positions on an annualized basis at a maximum annual salary cost of $310,190 (exclusive of mandatory fringe benefits).

- 8.30 FTE new positions to staff the enhanced Wound Care Service at SFGH Department of Surgery and the new outpatient Soft Tissue Wound Center. These 8.30 FTE new positions represent 8.30 FTE positions on an annualized basis at a maximum annual salary cost of $560,924 (exclusive of mandatory fringe benefits).

- 5.70 FTE new positions to staff the new fourth behavioral unit at LHH. These 5.70 FTE new positions represent 6.20 FTE positions on an annualized basis at a maximum annual salary cost of $333,107 (exclusive of mandatory fringe benefits).

- 6.50 FTE new nursing assistant positions at LHH to reduce nursing registry expenses. These 6.50 FTE new positions represent 6.50 FTE positions on an annualized basis at a maximum annual salary cost of $306,566 (exclusive of mandatory fringe benefits).

- 1.50 FTE new positions for the new Medicare outpatient billing reimbursement system's Ambulatory Payment Classifications. These 1.50 FTE new positions represent 2.00 FTE positions on an annualized basis at a maximum annual salary cost of $95,914 (exclusive of mandatory fringe benefits).

- 1.50 FTE new positions to maintain the laboratory services provided at LHH by two Clinical Laboratory Technologists for whom funding but not designated positions were transferred from SFGH eight years ago. These 1.50 FTE new positions represent 2.00 FTE positions on an annualized basis at a maximum annual salary cost of $108,888 (exclusive of mandatory fringe benefits).

- 0.75 FTE new position to maintain the counseling services provided by the LHH Substance Abuse Program by a Health Worker III who has been funded for the last two years by salary savings from two 0.5 FTE positions. This 0.75 FTE new position represents a 1.00 FTE position on an annualized basis at a maximum annual salary cost of $45,136 (exclusive of mandatory fringe benefits).

- 1.50 FTE new positions to expand speech pathologist and occupational therapist services at LHH and to replace the use of registry services. These 1.50 FTE new positions represent 2.00 FTE positions on an annualized basis at a maximum annual salary cost of $141,544 (exclusive of mandatory fringe benefits).

Of the 29.90 FTE new positions proposed by the Department, we recommend (a) approval of 18.90 FTE new positions, and (b) a reduction of attrition savings in the amount of $775,578 to permit hiring of existing vacant positions to enable the Department to staff the functions of the remaining 11.00 FTEs.

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savi
SFGH - Acute Care - Hospital (D1H) - SFGH Operating Non-Project								
1866	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$62,040,931	$62,040,931	*
1912	001	Health Care Analyst Disapprove new position on basis that an existing vacant 2119 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2119 N	0.50	0.00	30,421	0	S 30
1915	001	Medical Social Worker Disapprove new position on basis that an existing vacant 2920 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2920 N	0.50	0.00	31,411	0	31
1916	001	Attrition Savings - Misc. Reduce attrition savings by $61,832 to permit staffing of (1) an existing vacant 2119 position @ 0.50 FTE ($30,421) , and (2) an existing vacant 2920 position @ 0.50 FTE ($31,411).	9993M	(247.04)	(245.74)	(11,775,737)	(11,713,905)	(61,

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
866	004	Permanent Salaries - Nurses				$ 32,244,151	$ 32,244,151	*
		* The recommended reduction in Permanent Salaries - Nurses is the total of the following specific recommendations regarding individual classifications.						
917	004	Nurse Practitioner	2328 N	3.60	0.00	290,806	0	$ 290,806
		Disapprove new 3.60 FTE positions on basis that existing vacant 2328 positions in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.						
917	004	Attrition Savings - Nurses	9993M	(44.92)	(40.59)	(3,015,598)	(2,724,792)	(290,806)
		Reduce Attrition Savings - Nurses by $290,806 to permit staffing of existing vacant 2328 positions @ 3.60 FTEs.						
866	011	Overtime				2,724,721	2,724,721*	
		Reserve $939,976, which is one-third of the San Francisco General Hospital overtime budget of $2,819,928, as per the direction of the Finance and Labor Committee.						

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To		Amount From	Amount To	Savings
1867	081	Services of Other Departments (AAO Funds)				S	14,535,868	$14,535,868*	
		Reserve $1,155,467, which is one-third of the Worker's Compensation budget of $3,466,402, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.							
SFGH - Acute Care - Psychiatry (D1P) - SFGH Operating Non-Project									
1872	004	Permanent Salaries - Nurses					6,572,835	6,572,835*	
		Reserve $800,000 for SFGH Acute Care Psychiatry in relation to a budget initiative to retain 22 psychiatric beds at SFGH pending submission of cost details to the Board of Supervisors.							
1872	027	Professional and Specialized Services					8,184,515	8,184,515*	
		Reserve $400,000 for SFGH Acute Care Psychiatry in relation to a budget initiative to retain 22 psychiatric beds at SFGH pending submission of cost details to the Board of Supervisors.							

epartment: HCN - Community Health Network

age / No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
GH - Emergency - Emergency (D5E) - SFGH Operating Non-Project								
83	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$ 1,256,748	$ 1,256,748	*
29	001	Medical Social Worker Disapprove new positions on basis that existing vacant 2920 positions in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2920 N	1.70	0.00	106,799	0	$ 106,799
29	001	Attrition Savings - Misc. Reduce Attrition Savings - Misc. by $106,799 to permit staffing of existing vacant 2920 positions @ 1.70 FTEs.	9993M	(1.52)	1.19	(59,983)	46,816	(106,799)
29	004	Permanent Salaries - Nurses * The recommended reduction in Permanent Salaries - Nurses is the total of the following specific recommendations regarding individual classifications.				4,117,710	4,117,710	*

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
29	004	Nurse Practitioner	2328 N	1.70	0.00	$ 137,325	$0	$ 137,3
		Disapprove new positions on basis that existing vacant 2328 positions in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.						
1929	004	Attrition Savings - Nurses	9993M	(0.34)	1.94	(20,459)	116,866	(137,32
		Reduce Attrition Savings - Nurses by $137,325 to permit staffing of existing vacant 2328 positions @ 1.70 FTEs.						

Laguna Honda - Long Term Care (DA5) - LHH Operating Non-Project

1887	001	Permanent Salaries - Misc.				58,564,921	58,517,948	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1934	001	Health Care Billing Clerk II	1636 N	0.75	0.00	36,018	0	36,01
		Disapprove new position on basis that an existing vacant 1636 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.						

epartment: HCN - Community Health Network

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
935	001	Medical Records Technician Disapprove new position on basis that an existing vacant 2112 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2112 N	0.75	0.00	$ 36,194	$0	$ 36,194
936	001	Nursing Assistant Adjust salary for 10.70 FTE to reflect projected hire date of 08/01/00.	2302 N	10.70	9.81	506,596	464,458	42,138
937	001	Occupational Therapist Disapprove new position on basis that an existing vacant 2548 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2548 N	0.75	0.00	52,068	0	52,068
37	001	Clinical Psychologist Disapprove new position on basis that an existing vacant 2574 position in HCN can be reallocated to staff this function. Attrition savings are decreased accordingly below.	2574 N	0.75	0.00	54,536	0	54,536
37	011	Overtime Reserve $78,817, which is one-third of the Laguna Honda Hospital overtime budget of $236,452, as per the direction of the Finance and Labor Committee.				236,452	236,452*	

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savin
1939	001	Attrition Savings - Misc.	9993M	(73.74)	(70.14)	$ (3,564,629)	$ (3,390,648)	$ (173
		The sum of the following increases and decreases which sum to a total reduction in Attrition Savings - Misc. of $173,981.						
		1. Reduce attrition savings by $178,816 to permit staffing of (1) an existing vacant 1636 position @ 0.75 FTE ($36,018) to reflect projected hire date of 10/01/00, (2) an existing vacant 2112 position @ 0.75 FTE ($36,194) to reflect projected hire date of 10/01/00, (3) an existing vacant 2548 position @ 0.75 FTE ($52,068) to reflect projected hire date of 10/01/00, and (4) an existing vacant 2574 position @ 0.75 FTE ($54,536).						
		2. Increase attrition savings by $4,835 to offset the 0.75 FTE 2574 position which was budgeted at Step 5. The amount of $4,835 represents an average two step reduction for that position. According to the Manager of DPH's Human Resources Services, job class 2574 "usually attract(s) large numbers of applicants as there is no lack of clinical psychologists."						
1887	013	Mandatory Fringe Benefits				21,311,824	21,299,611	12,
		Corresponds to reduction in salaries.						
1888	081	Services of Other Departments (AAO Funds)				5,611,370	5,611,370*	
		Reserve $945,348, which is one-third of the Worker's Compensation budget of $2,836,045, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						

Department: HCN - Community Health Network

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Primary Care - Ambulatory Care - Health Centers (DHP) - GF Non-Project								
894	081	Services of Other Departments (AAO Funds)				$ 785,310	$785,310*	
		Reserve $87,962, which is one-third of the Worker's Compensation budget of $263,887, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						
Forensics - Ambulatory Care (DMF) - GF Non-Project								
900	081	Services of Other Departments (AAO Funds)				577,206	577,206*	
		Reserve $120,907, which is one-third of the Worker's Compensation budget of $362,721, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						
		Total Recommended Reductions						$ 59,186
		Total Recommended Reserves						$ 4,528,477

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: HPH PUBLIC HEALTH

FINANCIAL DATA:

The Department of Public Health's proposed $334,676,871 budget for FY 2000-01 is $12,950,353 or 4.03 percent more than the original FY 1999-00 budget of $321,726,518. The net increase from the revised FY 1999-00 budget is $9,795,617 or 3.02 percent.

(See next page for summary of program expenditures.)

Department: **HPH PUBLIC HEALTH (continued)**

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
CHF-Administration	$ -	$ -	$ -	$ -
CHF-Mental Health	324,468	324,468	335,581	11,113
Mental Health - Emergency Care	987,964	987,964	996,925	8,961
Central Administration	114,949,626	115,061,977	115,629,107	679,481
Community Hlth - Administration	9,203,234	9,223,567	10,366,511	1,163,277
Mental Health - Early Intervention	156,156	156,156	155,833	(323)
Substance Abuse - Early Intervention	1,900,390	1,900,390	1,938,356	37,966
Mental Health - Long Term Care	12,913,430	12,913,430	13,190,113	276,683
Mental Health - Community Care	85,820,797	86,315,586	88,097,895	2,277,098
Substance Abuse - Community Care	44,655,765	44,800,783	43,333,535	(1,322,230)
Community Health Prev - BEHM	11,243,718	11,947,849	10,069,553	(1,174,165)
Community Health - Disease Control/AIE	76,828,126	77,293,859	77,421,320	593,194
Community Health - Prevention EMSA	1,624,520	2,103,864	1,553,449	(71,071)
Community Health - Health Education	2,079,278	1,941,172	4,316,237	2,236,959
Community Health - Maternal & Child H	11,580,297	10,835,480	11,584,990	4,693
Community Health - OSH	1,127,160	1,210,462	1,360,596	233,436
Mental Health - Acute Care	5,300,395	5,300,395	5,644,258	343,863
Substance Abuse - Acute Care	2,551,620	2,551,620	2,602,597	50,977
Comm Hlth - Comm Support - EAP	443,029	498,527	407,306	(35,723)
Mental Health - Community Support	2,658,718	2,658,718	2,646,240	(12,478)
Comm Hlth - Comm Support - Housing	3,494,412	4,173,694	4,996,946	1,502,534
Substance Abuse - Community Support	1,342,675	1,342,675	1,369,499	26,824
Substance Abuse	1,198,978	1,198,978	1,222,931	23,953
Children's Baseline	20,158,736	20,659,461	23,357,987	3,199,251
Mental Health - Children's Program	7,327,684	7,624,837	10,203,764	2,876,080
Total Operating Expenditures	$ 419,871,176	$ 423,025,912	$ 432,801,529	$ 12,930,353
Capital Improvements & Fac. Maint.	80,000	80,000	100,000	20,000
Total Expenditures	$ 419,951,176	$ 423,105,912	$ 432,901,529	$ 12,950,353
Less Transfer Adjustment	(98,224,658)	(98,224,658)	(98,224,658)	-
Subtotal	$ 321,726,518	$ 324,881,254	$ 334,676,871	$ 12,950,353
Less Work Order Recoveries	(9,428,468)	(12,176,084)	(12,561,795)	(3,133,327)
Net Expenditures	$ 312,298,050	$ 312,705,170	$ 322,115,076	$ 9,817,026

Department: HPH PUBLIC HEALTH (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,274.00 FTEs, which is 19.35 FTEs less than the 1,293.35 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Central Administration	82.46	82.58	85.07	2.61
CHF-Mental Health	4.50	4.50	4.50	-
Children's Baseline	112.34	112.34	117.63	5.29
Community Hlth - Administration	66.71	66.71	78.04	11.33
Comm Hlth - Comm Support - Housing	2.97	2.97	2.97	-
Comm Hlth - Comm Support - EAP	5.51	5.51	5.01	(0.50)
Community Health - Prevention EMSA	11.82	11.82	11.12	(0.70)
Community Health - OSH	11.61	11.61	13.34	1.73
Community Health Prev - BEHM	109.37	109.37	96.37	(13.00)
Community Health - Disease Control AIDS	327.14	332.12	288.05	(39.09)
Community Health - Health Education	14.14	14.14	28.97	14.83
Community Health - Maternal & Child Hlth	139.25	137.98	138.81	(0.44)
Mental Health - Children's Program	-	(0.28)	8.00	8.00
Mental Health - Community Care	346.70	346.70	334.13	(12.57)
Mental Health - Emergency Care	12.54	12.54	12.55	0.01
Mental Health - Long Term Care	17.29	17.29	17.33	0.04
Substance Abuse - Community Care	29.00	29.00	32.11	3.11
Total	1,293.35	1,296.90	1,274.00	(19.35)

DEPARTMENT REVENUES

Department revenue for Public Health budgeted for FY 2000-01 is $327,873,143, which is $130,534,908 less than the department revenue of $458,408,051 in the FY 1999-00 original budget.

General Fund support for Public Health budgeted for FY 2000-01 is $92,466,591, which is $3,792,409 more than the General Fund support of $88,674,182 in the FY 1999-00 original budget.

Department: **HPH PUBLIC HEALTH (continued)**

Major revenue changes in Public Health between FY 1999-00 and FY 2000-01 include: (a) increased Medi-Cal revenues for Community Mental Health Services, (b) increased State realignment and SB90 revenues for Community Mental Health Services, and (c) decreased grant revenues, particularly Federal grant funds for HIV/AIDS services.

DESCRIPTION

The increase in Public Health (HPH) total expenditures from the FY 1999-00 original budget is $12,950,353. Major expenditure changes in the proposed budget, as compared to the original FY 1999-00 budget, are summarized below:

- $1.7 million additional funding for salaries and mandatory fringe benefits due to (a) the higher cost of the 46.48 FTE new positions being proposed in the FY 2000-01 budget than the 65.83 FTE positions being eliminated, (b) increased salary savings resulting in a reduction in some salary funds, (c) work order adjustments due to a changed mix of positions, (d) conversion of former grant-funded positions to General Fund positions, and (e) personnel transfers from the Community Health Network.

- $12.9 million additional funding for professional and specialized services due to (a) new initiatives, (b) cost of living adjustments for contractors' employees, and (c) new grant and work order funding.

- $1.8 million reduction in funding for overhead costs, training, building rents and leases, equipment purchases, other current expenses, and services provided by other departments.

The proposed budget includes a net decrease of 19.35 full-time equivalent (FTE) positions over the FY 1999-00 original budget. In the FY 2000-01 proposed budget, Public Health has eliminated 65.83 FTE positions and added 46.48 FTE new positions. The 46.48 FTE new positions are as follows:

- 20.99 FTE new positions which were formerly grant-funded. These 20.99 FTE new positions represent 26.34 FTE positions on an annualized basis at a maximum annual salary cost of $1,575,042 (exclusive of mandatory fringe benefits).

- 3.15 FTE new positions for new work orders with the Department of Emergency Services (0.60 FTE), the Police Department (0.75 FTE), the Department of Juvenile Probation (1.50 FTEs), and the Water Department (0.30 FTE). These 3.15 FTE new positions represent 3.40 FTE positions on an annualized basis at a maximum annual salary cost of $228,552 (exclusive of mandatory fringe benefits).

Department: **HPH PUBLIC HEALTH (continued)**

- 1.50 FTE new positions to expand family planning services to male Sexually Transmitted Disease Clinic clients. These 1.50 FTE new positions represent 2.00 FTE positions on an annualized basis at a maximum annual salary cost of $81,692 (exclusive of mandatory fringe benefits).

- 0.75 FTE new position to improve the billing and accounts receivable function of Public Health Laboratory Services. This 0.75 FTE new position represents a 1.00 FTE position on an annualized basis at a maximum annual salary cost of $44,694 (exclusive of mandatory fringe benefits).

- 1.50 FTE new positions to enhance the Tuberculosis Control Program. These 1.50 FTE new positions represent 2.00 FTE positions on an annualized basis at a maximum annual salary cost of $133,744 (exclusive of mandatory fringe benefits).

- 1.50 FTE new positions to increase staffing of the Adult Immunization Clinic. These 1.50 FTE new positions represent 1.50 FTE positions on an annualized basis at a maximum annual salary cost of $66,866 (exclusive of mandatory fringe benefits).

- 3.50 FTE new positions to provide specialized medical care and rehabilitation to indigent physically handicapped children under the California Children Services Program. These 3.50 FTE new positions represent 4.00 FTE positions on an annualized basis at a maximum annual salary cost of $289,016 (exclusive of mandatory fringe benefits).

- 8.00 FTE new positions to expand mental health services for children, youth, and their families. These 8.00 FTE new positions represent 10.50 FTE positions on an annualized basis at a maximum annual salary cost of $676,403 (exclusive of mandatory fringe benefits).

- 2.25 FTE new positions to enhance the revenue-generating capability of the Community Mental Health Services Pharmacy. These 2.25 FTE new positions represent 3.00 FTE positions on an annualized basis at a maximum annual salary cost of $171,990 (exclusive of mandatory fringe benefits).

- 0.50 FTE new position to implement the Medical Marijuana ID card ordinance. This 0.50 FTE new position represents a 0.50 FTE position on an annualized basis at a maximum annual salary cost of $20,644 (exclusive of mandatory fringe benefits).

- 2.84 FTE new positions funded by the Tobacco Settlement. These 2.84 FTE new positions represent 3.84 FTE positions on an annualized basis at a maximum annual salary cost of $224,899 (exclusive of mandatory fringe benefits).

Department: HPH PUBLIC HEALTH (continued)

COMMENT

The Mayor's budget provides an increase of $12,950,353. Our recommended reductions, which total $119,053, would still allow an increase of $12,831,300 or approximately 3.99 percent in the Department's budget.

Department: HPH - Public Health

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Community Health - Administration (DHC) - GF Non-Project								
2031	081	Services of Other Departments (AAO Funds)				$ 1,683,022	$1,683,022*	
		Reserve $134,549, which is one-third of the Worker's Compensation budget of $403,647, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						
Mental Health - Community Care (DMM) - GF Non-Project								
2039	001	Permanent Salaries - Misc.				18,437,137	18,364,239	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2143	001	Clerk Typist	1424 N	0.75	0.00	25,898	0	$ 25,8
2145	001	Senior Administrative Analyst	1823 N	0.75	0.00	47,000	0	47,0
		The Department has not adequately justified the conversion to new permanent City positions of these positions under the Bayview Hunters Point Foundation (Clerk Typist) and Instituto Familiar de la Raza (Senior Administrative Analyst) contracts.						

epartment: HPH - Public Health

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
148	001	Senior Mental Health Clinician	2932 N	0.50	0.00	$ 32,808	$32,808*	
		The conversion of this SAMHSA grant-funded position to a new permanent City position, in order to maintain the current level of service, is a policy matter for the Board of Supervisors.						
039	013	Mandatory Fringe Benefits				4,513,280	4,494,327	$ 18,953
		Corresponds to reduction in salaries.						
039	027	Professional and Specialized Services				49,244,511	49,336,362	(91,851)
		Return (1) 32,631 (inclusive of mandatory fringe benefits) to the Bayview Hunters Point Foundation contract, and (2) $59,220 (inclusive of mandatory fringe benefits) to the Instituto Familiar de la Raza, Inc. contract due to inadequate Departmental justification for converting these two contract positions to new permanent City positions.						
240	081	Services of Other Departments (AAO Funds)				2,573,552	2,573,552*	
		Reserve $228,868, which is one-third of the Worker's Compensation budget of $686,605, pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						

Department: HPH - Public Health

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Substance Abuse - Community Care (DMS) - GF Non-Project								
2046	001	Permanent Salaries - Misc.				$ 1,660,575	$ 1,660,575	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
2153	001	Executive Secretary II	1452 N	0.75	0.00	40,786	40,786*	
2153	001	Senior Administrative Analyst	1823 N	0.75	0.00	51,827	51,827*	
2153	001	Health Program Coordinator II	2591 N	1.50	0.00	88,752	88,752*	
		The conversion to new permanent City positions of these Haight-Ashbury Free Medical Clinic positions, which work on system of care issues for Substance Abuse Services clients, is a policy matter for the Board of Supervisors. The five year Federal "Target Cities" demonstration project which originally funded these positions expired in FY 1998/99. The Department continued to fund these contract positions in FY 1999/00 from unspent grant funds and reallocated General Fund monies. Therefore, these proposed new positions represent the conversion of contract positions into permanent City positions fully funded by the General Fund.						
Community Health - Health Education (DPH) - Public Health Special Revenue Fund								
2099	001	Permanent Salaries - Misc.				177,384	177,384	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						

epartment: HPH - Public Health

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
203	001	Senior Clerk Typist	1426 N	0.50	0.00	$ 20,828	$0	$ 20,828
203	001	Health Program Coordinator II	2591 N	0.50	0.00	31,025	0	31,025
03	001	Health Educator	2822 N	1.00	0.00	64,222	0	64,222
		Disapprove new positions on basis that existing vacant 1426, 2591, and 2822 positions in HPH can be reallocated to DPH to staff this function. Attrition savings are decreased accordingly below.						
00	001	Attrition Savings - Misc.	9993M	(1.34)	0.63	(78,908)	37,167	(116,075)
		Reduce Attrition Savings - Misc. by $116,075 to permit staffing of (1) an existing 1426 Senior Clerk Typist position @ 0.50 FTE ($20,828), (2) an existing 2591 Health Program Coordinator II position @ 0.50 FTE ($31,025), and (3) an existing 2822 Health Educator position @ 1.00 FTE ($64,222).						
09	081	Services of Other Depts				184,440	168,343	16,097
		Reduce to reflect lower Department of Consumer Assurance workorder costs due to projected hire date of 10/01/00 for a new 1424 Clerk Typist position and a new 6218 Inspector of Weights and Measures position.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: HPH - Public Health

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To		Savings
Community Health - Maternal and Child Health (DPM) - GF Non-Project									
2102	001	Permanent Salaries - Misc.				$ 2,151,572	$ 2,101,902		*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.							
2205	001	Audiologist	2540 N	0.50	0.25	38,466	19,233	S	19,2
2206	001	Nutritionist	2846 N	0.50	0.25	32,111	16,055		16,0
2206	001	Program Specialist	2913 N	0.50	0.25	28,762	14,381		14,3
		Adjust salary for 1.50 FTEs to reflect projected hire date of 01/01/01.							
2102	013	Mandatory Fringe Benefits				736,981	724,067		12,91
		Corresponds to reduction in salaries.							
Mental Health - Children's Program (FAM) - GF Non-Project									
2128	001	Permanent Salaries - Misc.				519,471	487,430		*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.							

[Budget Analyst Report]
Susan Hom
Main Library-Govt. Doc. Section

City and County of San Francisco

Meeting Agenda

Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Wednesday, June 28, 2000 **1:00 PM** **City Hall, Room 263**

Budget Review Hearings

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 000983 **[Budget Hearing and Review, FY 2000-2001]**
Hearing to consider the Annual Budget for Human Welfare and Neighborhood Development; Community Health.

(Human Welfare and Neighborhood Development: Adult and Aging Services; Children and Families Commission; Children, Youth & Families; Department of Child Support Services; Human Services; Environment; Human Rights Commission; Rent Arbitration Board; Commission on the Status of Women.)

(Community Health: Community Health Network; Public Health; companion to File 000979.)

6/1/00, RECEIVED AND ASSIGNED. Scheduled for consideration on June 21, 2000.

6/21/00, CONTINUED. Heard in Committee. Speakers: Harvey Rose, Budget Analyst; Darrick Lam, Commission on Aging; Ricardo Hernandez, Public Administrator/Guardian; John Clark, Deputy Director, Public Administrator/Guardian, Mental Health Conservator; Steve Kawa, Mayor's Budget Office; Supervisor Yee; Debra Alvarez, Director, Department of Children, Youth and Families; Supervisor Ammiano; Supervisor Bierman; Will Lightbourne, Executive Director, Department of Human Services; Milton Hyams, Department of Child Support Services; Francessca Victor, Director, Department of Environment; Virginia Harmon, Interim Director, Human Rights Commission (HRC); Larry Brinkin, Manager, Equal Benefits Ordinance, HRC; Joe Grubb, Director, Rent Stabilization Board; Sonia Melara, Executive Director, Commission on the Status of Women; Dr. Mitchell Katz, Director, Department of Public Health; Ken Bruce, Budget Analyst's Office; Monique Zmuda, Department of Public Health. Continued to June 28, 2000.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Finance and Labor Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30-day Rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

FINANCE AND LABOR COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

June 27, 2000

TO: Finance and Labor Committee

FROM: Budget Analyst

SUBJECT: Recommendations of the Budget Analyst for Amendment of the Mayor's Fiscal Year 2000-2001 Budget.

The Budget Analyst is providing the attached budget recommendations for departments listed below which are the subject of the Finance and Labor Committee budget review.

Finance and Labor Committee Budget Review - June 29, 2000, 1:00 p.m.

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Culture and Recreation

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ART Art Commission 4
CFM Administrative Services - Convention Facilities Management 8
FAM Fine Arts Museums 18
LIB Public Library 23
LLB Law Library 36
REC Recreation and Park 38
SCI Academy of Sciences 55
USD County Education Office 57
WAR War Memorial 61

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Public Works, Transportation and Commerce

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DBI Building Inspection 96
DPW Public Works 106
ECD Emergency Communications Department 138
ECN Business & Economic Development 143
HHP Public Utilities Commission - Hetch Hetchy Project 150
LHP Light, Heat and Power 159
PAB Board of Appeals 163
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Harvey M. Rose

cc: Supervisor Yee
Supervisor Bierman
President Ammiano
Clerk of the Board
Controller
Stephen Kawa

DEPARTMENT: AAM ASIAN ART MUSEUM

FINANCIAL DATA:

The Asian Art Museum's proposed $1,872,062 budget for FY 2000-01 is $109,365 or 6.20 percent more than the original FY 1999-2000 budget of $1,762,697. The net decrease from the revised FY 1999-2000 budget is $35,532 or 1.86 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Asian Art Museum	$ 1,762,697	$ 1,907,594	$ 1,872,062	$ 109,365
Total Expenditures	$ 1,762,697	$ 1,907,594	$ 1,872,062	$ 109,365

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 10.00 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Asian Art Museum	10.00	10.00	10.00	-
Total	10.00	10.00	10.00	-

Department: AAM ASIAN ART MUSEUM (continued)

DEPARTMENT REVENUES

Department revenues have increased by $109,365 or 6.2 percent.

DESCRIPTION

The Asian Art Museum is maintained and operated by the non-profit corporation, Asian Art Museum Foundation, with a proposed budget in FY 2000-01 of $7,999,000. Of the amount of $7,999,000, the City contributes $1,872,062 and the remaining amount of $6,126,938 comes from private donations and admission revenues. The City provides 10 curatorial staff, funds to supplement education, conservation, and exhibition programs, and services of City departments, such as light, heat and power, and telecommunication services.

The proposed FY 2000-01 budget is $109,365 more than the FY 1999-00 budget and contains (a) an increase of $38,859 for personnel costs, including the upward substitution of three positions plus MOU-mandated salary and fringe benefit increases, (b) an increase of $73,244 for education and conservation programs, (c) a decrease of $2,738 for services of other departments.

The proposed FY 2000-01 budget includes the upward substitution of three positions, as follows:

- 3556 Museum Registrar to 3558 Senior Museum Registrar
- 3524 Principal Museum Preparator to 1368 Special Assistant IX
- 3546 Curator IV to 3547 Curator V

COMMENT

The Mayor's budget provides an increase of $109,365. Our recommended reductions, which total $7,682, would still allow an increase of $101,683 or 5.8% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

partment: Asian Art Museum

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
252	001	Permanent Salaries - Misc.				$677,736	$671,639	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
54	001	Attrition Savings				0	(6,097)	6,097
		Increase attrition savings by $6,097 to offset the effect of the Asian Art Museum's upward substitution of three positions (3524 Principal Preparator to 1368 Special Assistant IX, 3556 Museum Registrar to 3558 Senior Museum Registrar, and 3546 Curator IV to 3547 Curator V) that woudl result in increased salary an dfringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors. This recommendatin will enable the Asian Art Museum to continue to maintain the existing filled positions at the higher salary and fringe benefit cost, but will not result in additional expendiutre for the Museum because an offsetting amount will be eliminated from the budget by this increase in attrition savings.					
252	013	Mandatory Fringe Benefits				155,496	153,911	1,585
		Corresponds with with recommended reductions in salaries						
		Total Recommended Reductions						$7,682

DEPARTMENT: ART ART COMMISSION

FINANCIAL DATA:

The Art Commission's proposed $7,344,451 budget for FY 2000-01 is $623,609 or 9.28 percent more than the original FY 1999-2000 budget of $6,720,842. The net increase from the revised FY 1999-2000 budget is $128,950 or 1.79 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Art Commission - Administration	$ 853,419	$ 830,819	$ 935,106	$ 81,687
Civic Collection	-	30,000	-	-
Community Arts & Education	2,516,060	2,823,660	2,606,918	90,858
Cultural Equity	1,854,997	1,854,997	2,045,925	190,928
Gallery	-	12,000	-	-
Golden Gate Park	-	-	-	-
Municipal Symphony Concerts	770,000	889,144	889,144	119,144
Public Art	414,866	322,066	590,987	176,121
Street Artist Program	155,500	155,500	141,771	(13,729)
Turf Management	-	-	-	-
Total Operating Expenditures	$ 6,564,842	$ 6,918,186	$ 7,209,851	$ 645,009
Capital Improvements & Fac. Maint.	156,000	297,315	134,600	(21,400)
Total Expenditures	$ 6,720,842	$ 7,215,501	$ 7,344,451	$ 623,609
Less Worker Order Recoveries	(474,023)	(542,537)	(660,744)	(186,721)
Net Expenditures	$ 6,246,819	$ 6,672,964	$ 6,683,707	$ 436,888

Department: ART ART COMMISSION (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 22.76 FTEs, which is 2.55 FTEs more than the 20.21 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Art Commission - Admin	9.71	9.71	9.26	(0.45)
Community Arts & Education	1.50	1.50	1.50	-
Cultural Equity	2.00	2.00	2.00	-
Public Art	5.00	5.00	8.00	3.00
Street Artist	2.00	2.00	2.00	-
Total	20.21	20.21	22.76	2.55

The increase of 2.55 FTEs results from 3.0 new FTEs included in the proposed FY 2000-01 budget offset by an increase in attrition savings.

DEPARTMENT REVENUES

Department revenues have increased by $216,772 or 4.76 percent and General Fund support has increased by $220,116 or 13 percent.

DESCRIPTION

Art Commission revenues in FY 2000-01 have increased due to increases in Hotel Tax revenues ($206,729), General Fund support ($220,116), and other adjustments.

The major increases in the Art Commission's non-salary expenditures are as follows:

Department: ART ART COMMISSION (continued)

- The Community Arts and Education program budget has increased by $76,380, from $2,441,060 to $2,517,440. This increase includes additional funding for the City's four cultural centers (Bayview Opera House, Mission Cultural Center, South of Market Cultural Center, and the Center for African and African-American Art) and for Youth Arts Fund programs, offset by decreases in other programs.
- The Municipal Symphony Concerts program budget has increased by $119,144, from $770,000 to $889,144. These funds are provided to the San Francisco Symphony to produce the Summer Pops series.
- The Cultural Equity program budget has increased by $190,928, which includes increased grant funding to artists and art organizations.

Increases in salary related expenditures in the proposed FY 2000-01 budget include upward substitution of three positions and 3.0 new FTEs 2292 Curator II.

The Art Commission has proposed upward substitutions of three positions as follows:

- 1450 Executive Secretary I to 1452 Executive Secretary II;
- 1565 Assistant Director, Art Commission, to 1372 Special Assistant XIII; and
- 3556 Museum Registrar to 3544 Curator III.

The requested three new Curator II positions in the Public Art program would be funded by the 2 percent surcharge for public art which is added to bonds or appropriations for City construction projects, as provided in Section 3.19 of the Administrative Code. These three new positions would be responsible for implementation of public art projects for (a) Moscone Center, (b) Airport expansion and (d) Third Street Light Rail projects. According to the Art Commission, two of the three proposed positions were filled on a temporary part-time basis in FY 1999-00.

COMMENT

The Mayor's budget provides an increase of $623,609. Our recommended reductions, which total $51,934, would still allow an increase of $571,675 or 8.5% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

epartment: Art Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
rogram: Public Art								
269	001	Permanent Salaries - Misc.				$398,017	$356,800	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
292	001	Curator II	3542N	3.00	0.00	130,160	-	
		Curator II	3542L	0.00	2.05	-	88,943	41,217
		Reduce the requested 3.0 FTE to 2.05 FTE to include (a) 0.5 FTE which is currently filled on a temporary, part-time basis, (b) one 0.8 FTE which is currently filled on a temporary part-time basis, and (c) one 0.75 FTE, which is vacant and budgeted as a full-year FTE, to reflect the likely hiring date of October 1, 2000. The Art Commission has not provided sufficient justification for three new full-time Curator II positions. The Art Commission is currently performing the Public Art curator work with two temporary part-time positions and the Budget Analyst's recommendation would allow continuation of of these two part-time positions on an L or limited tenure basis. The Budget Analyst is also recommending approval of one additional full-time Curator II position as an L or limited tenure position for additional Public Art work resulting from the Moscone Center expansion, the Airport expansion, and the Third Street Light Rail project. Therefore, the Budget Analyst recommends approval of 2.05 of the requested 3.0 FTEs.						
		The Budget Analyst recommends approval of 2.05 FTEs as L or limited tenure positions for one-year, so that these positions can be reviewed to determine if the level of funding will be maintained.						
269	013	Mandatory Fringe Benefits				98,249	87,532	10,717
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$ 51,934

DEPARTMENT: CFM CONVENTION FACILITIES MANAGEMENT

FINANCIAL DATA:

The Convention Facilities Management's proposed $58,395,589 budget for FY 2000-01 is $49,248,501 or 45.75 percent less than the original FY 1999-2000 budget of $107,644,090. The net decrease from the revised FY 1999-2000 budget is $49,260,501 or 45.76 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Building Operations	$ 3,606,324	$ 3,606,324	$ 4,277,845	$ 671,521
Convention Facilities Program Management	48,987,766	48,999,766	54,067,744	5,079,978
Moscone Expansion Project	55,000,000	55,000,000	0	(55,000,000)
Total Operating Expenditures	$ 107,594,090	$ 107,606,090	$ 58,345,589	$ (49,248,501)
Capital Improvements & Fac. Maint.	50,000	50,000	50,000	-
Total Expenditures	$ 107,644,090	$ 107,656,090	$ 58,395,589	$ (49,248,501)
Less Work Order Recoveries	-	(12,000)	(70,000)	(70,000)
Net Expenditures	$ 107,644,090	$ 107,644,090	$ 58,325,589	$ (49,318,501)

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 68.83 FTEs, which is 9.61 FTEs more than the 59.22 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Building Operations Convention Facilities	42.83	42.83	44.84	2.01
Program Management	16.39	16.39	23.99	7.60
Total	59.22	59.22	68.83	9.61

DEPARTMENT REVENUES

Department revenue for Convention Facilities Management budgeted for FY 2000-01 is $54,067,744, which is $62,720,022 less than the department revenue of $116,787,766 in the FY 1999-00 budget. FY 1999-00 revenues included (a) $55.0 million funded from existing surplus Moscone Project funds for the initial capital outlay of the Moscone Center Expansion project which is not included in revenues for FY 2000-01, and (b) $11.5 million in Convention Facilities Management beginning fund balance which was not included in revenues for FY 2000-01. These reductions are offset by increases in Hotel Tax of $2.7 million and in other rental and concession revenues of $1.2 million. General fund support for this department has increased by $601,520 from $3,656,325 in the FY 1999-00 budget to $4,257,845 in the FY 2000-01 budget, or 16.5 percent.

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

DESCRIPTION

1. The Department transferred positions between Building Operations, funded by the General Fund, and the Convention Facilities Management in this department. The Department stated that the additional positions that were transferred to Convention Facilities Management are City Hall Event Management staff that should have been transferred to Convention Facilities Management in FY 1999-00, but were not due to the uncertainty of the level of City Hall event revenues. Since revenues are much stronger than anticipated, these positions were transferred in FY 2000-01. Additionally, new positions were added to the Department. A summary of the personnel transactions for the Department is shown below:

	Building Operations		Convention Facilities Management		Department Total	
Action	Permanent Salary	FTE	Permanent Salary	FTE	Permanent Salary	FTE
Reclassifications	(192,850)	(4.0)	192,850	4.0	0	0
Substitutions	75,430	1.0	(70,094)	(1.0)	5,336	0
New Positions	91,068	2.25	102,466	2.25	193,534	4.50
Annualization new positions	173,071	3.0	138,644	2.75	311,715	5.75
Subtotal all changes	**146,719**	**2.25**	**363,866**	**8.0**	**510,585**	**10.25**
Adj—attrition, temp, other		(.25)		(.4)		(.65)
Total FTE Change		2.0		7.6		9.6

The new positions being requested represent 4.5 FTE in the 2000-01 Budget. These positions annualize to 6.0 FTE with permanent salaries of $258,046 at top step.

2. The Convention Facilities Program Management portion of the Department has a $1,045, 301 (4.8%) increase in Professional and Specialized Services from $21,849,461 to $22,894,762. This increase represents increased operating and maintenance costs for the City's convention facilities and a $350,000 (4.7%) increase in the operating costs of the San Francisco Convention & Visitors Bureau. Additionally, this Program has a $3.5 million unreserved fund balance representing excess revenues over current year expenditures.

3. The Building Operations portion of the Department has an increase of $208,050 for planned equipment purchases. An exterior lift ($101,050) will be purchased to use in the exterior cleaning of City Hall. The Library and the War Memorial will share this lift, and recovery from these Departments will be $70,000. Additionally, the Department will purchase replacement light globes and heat pumps for City Hall. The purchases are being made because the manufacturer is discontinuing these products and models.

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

COMMENTS

1. The Department has two specific divisions:

- Convention Facilities Management is a special fund that receives Hotel Tax Revenues and is responsible for promoting San Francisco as a convention destination by marketing and managing the Moscone Center and the Bill Graham Civic auditorium. In FY 1999-00, event management staff for City Hall was moved to the Convention Facilities Management fund, along with all of the revenues related to City Hall events.

- Building Operations is funded by the General Fund and is responsible for City Hall maintenance, including day-to-day janitorial operations and on-going facilities maintenance. Although most of the staff costs related to City Hall event management are being charged to the Convention Facilities Management fund, miscellaneous administrative costs related to this staff (e.g., training, some supervisory costs, materials and supplies, worker's compensations charges) are being charged to Building Operations.

The Budget Analyst recommends moving all of the revenues and staffing related to the City Hall event management from Convention Facilities Management (CFM) to the Building Operations division, which is funded by the General Fund. This will provide two benefits: 1) it will provide a more accurate and clear picture of the revenues and costs related to the operations of the Convention Facilities Management special fund, and 2) it will provide a more accurate and clear picture of the cost of total City Hall operations. We are increasing General Fund revenues by $1,083,000 and transferring expenses of $948,173 to the General Fund, resulting in a net savings to the General Fund of $134,287.

	Total To Be Moved From CFM to Building Operations
Revenues	**$1,083,000**
Staff—FTE	15.75
Permanent Salaries, net of misc. salary adjustments	635,399
Temporary Salaries	73,000
Premium Pay	15,000
Overtime	53,000
Fringe Benefits	171,774
Subtotal, Expenses	**$948,173**
Revenues less Expenses– General Fund Benefit	**$134,827**

Department: CFM CONVENTION FACILITIES MANAGEMENT (continued)

Including additional savings related to attrition savings for upward substitutions and the reduction of the salary for new positions from fifth to first step, the reduction of temporary salaries and the reduction of fringe benefits related to these salary issues, the total General Fund savings is $206,191.

epartment: CFM - Convention Facilities Maintenance

uilding Operations--General Fund Non-Project

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2305	60154	North Light Court Café Rentals				$0	$ 25,000	$25,000
2305	60155	City Hall Tours				0	8,000	8,000
2305	60156	Event Fees				0	1,050,000	1,050,000

The Budget Analysts recommends that the Revenues related to City Hall events and activities, as certified by the Controller, be moved back to the General Fund. In FY 1999-00, these revenues and other expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these revenues and the related expenses back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

2313	001	Permanent Salaries - Misc.				2,014,980	2,634,400	*

* The recommended reductions in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.

2317	001	Attrition Savings - Misc.	9993M	(2.54)	(2.88)	(120,113)	(136,092)	15,979

Attrition Savings--Misc. has been increased by $15,979 to reduce the funding for four positions from fifth step to first step since they are new positions.

2315	001	Special Assistant VII	1367R	0.00	1.00	0	56,017	(56,017)
2315	001	Special Assistant IX	1368N	0.00	0.75	0	45,190	(45,190)
2315	001	Special Assistant XI	1370C	0.00	2.00	0	140,189	(140,189)
2315	001	Secretary II	1446C	0.00	1.00	0	45,832	(45,832)
2315	001	Custodian	2708C	0.00	7.00	0	267,290	(267,290)
2315	001	Custodian	2708R	0.00	1.00	0	38,184	(38,184)
2315	001	Custodial Assistant	2716A	0.00	1.00	0	41,943	(41,943)
2315	001	Stationary Engineer	7334R	0.00	1.00	0	55,450	(55,450)
2315	001	General Laborer	7514R	0.00	1.00	0	43,199	(43,199)

Department: CFM - Convention Facilities Maintenance

Building Operations--General Fund Non-Project

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2315	001	Step Adjustment, Misc	STEPM	0.00	0.00	$0	($62,348)	$62,348
2315	001	Special Salary Savings	9991M	0.00	0.00	0	(2,664)	2,664
2315	001	Attrition Savings, Misc	9993M	0.00	(0.78)	0	(32,883)	32,883

The Budget Analysts recommends that the above listed FTEs related to City Hall events and activities be moved back to the General Fund In FY 1999-00, the revenues and expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these 14.97 FTEs representing $635,399 in permanent Salaries back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

2313	005	Temporary Salaries	100,000	53,000	47,000
	005	Temporary Salaries	53,000	126,000	(73,000)

To reduce temporary salaries by $47,000. Temporary salaries in FY 1999-00 included the cost for filling new positions (which were only funded at .75 FTE each) that were added in FY 1999-00 and were already filled to support Building Operations between July 1 and October 1, 1999. Only $50,000 of the temporary salaries from the previous budget were identified to provide "as needed" staffing to enable short term replacement of staff during vacancies or special events. Temporary salaries have been reduced to this level, including a cost of living factor.

In addition to the reductions recommended above, the Budget Analyst recommends the transfer of $73,000 in Temporary Salaries from the Convention Facilities Management fund to the General Fund related to the City Hall events and activities.

2313	009	Premium Pay	40,000	55,000	(15,000)

Transfer $15,000 in Premium Pay to the General Fund from the Convention Facilities Management fund related to the City Hall events and activities.

partment: CFM - Convention Facilities Maintenance

ilding Operations--General Fund Non-Project

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
313	011	Overtime				$30,000	$83,000	($53,000)
		Transfer $53,000 in Overtime to the General Fund from the Convention Facilities Management fund related to the City Hall events and activities.						
313	013	Mandatory Fringe Benefits				550,834	714,223	(163,389)
		Corresponds to reductions in Permanent and Temporary Salaries.						
		Total Recommended Reductions--Building Operations--General Fund						$206,191

nvention Facilities Management--Special Fund

304	60154	North Light Court Café Rentals	$25,000	$0	($25,000)
304	60155	City Hall Tours	8,000	0	(8,000)
304	60156	Event Fees	1,050,000	0	(1,050,000)

The Budget Analyst recommends that the Revenues related to City Hall events and activities, as certified by the Controller, be moved back to the General Fund. In FY 1999-00, these revenues and other expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these revenues and the related expenses back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

209	001	Permanent Salaries - Misc.	1,011,622	318,947	*

* The recommended reductions in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.

Department: CFM - Convention Facilities Maintenance

Building Operations–General Fund Non-Project

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2315	001	Custodian	2708N	1.50	0.00	$57,276	$0	$57,276

Department has not justified the addition of two Custodian staff. The Department has 27 Custodian staff. We are, however, recommending 4 of the 6 new positions requested by the Department.

2315	001	Special Assistant VII	1367R	1.00	0.00	56,017	0	56,017
2315	001	Special Assistant IX	1368N	0.75	0.00	45,190	0	45,190
2315	001	Special Assistant XI	1370C	2.00	0.00	140,189	0	140,189
2315	001	Secretary II	1446C	1.00	0.00	45,832	0	45,832
2315	001	Custodian	2708C	7.00	0.00	267,290	0	267,290
2315	001	Custodian	2708R	1.00	0.00	38,184	0	38,184
2315	001	Custodial Assistant	2716A	1.00	0.00	41,943	0	41,943
2315	001	Stationary Engineer	7334R	1.00	0.00	55,450	0	55,450
2315	001	General Laborer	7514R	1.00	0.00	43,199	0	43,199
2315	001	Step Adjustment, Misc	STEPM	0.00	0.00	(62,348)	0	(62,348)
2315	001	Special Salary Savings	9991M	0.00	0.00	(2,664)	0	(2,664)
2315	001	Attrition Savings, Misc	9993M	(0.78)	0.00	(32,883)	0	(32,883)

The Budget Analysts recommends that the FTE related to City Hall events and activities be moved back to the General Fund. In FY 1999-00, the revenues and expenditures related to City Hall events and activities were recorded in the Convention Facilities Management special fund. The Budget Analyst recommends moving these 14.97 FTEs representing $635,399 in permanent Salaries back to the General Fund to more accurately reflect the costs and revenues related to the Convention Facilities Management special fund.

partment: CFM - Convention Facilities Maintenance

ilding Operations--General Fund Non-Project

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
309	005	Temporary Salaries				$165,000	$115,000	$50,000
309	005	Temporary Salaries				115,000	42,000	73,000
		Reduce Temporary Salaries by $50,000. The recommended amount of $115,000 is $15,000 more than the estimated spending in FY 1999-00 of $100,000.						
		The Budget Analyst further recommends the transfer of $73,000 in Temporary Salaries to the General Fund related to the City Hall events and activities.						
309	009	Premium Pay				33,319	18,319	15,000
		Transfer $15,000 in Premium Pay to the General Fund related to the City Hall events and activities.						
309	011	Overtime				53,000	0	53,000
		Transfer $53,000 in Overtime to the General Fund related to the City Hall events and activities.						
309	013	Mandatory Fringe Benefits				282,143	90,977	191,166
		Corresponds to reductions in Permanent and Temporary Salaries.						
		Total Recommended Reductions--Convention Facilities Management						$ (8,159)

DEPARTMENT: FAM FINE ARTS MUSEUMS

FINANCIAL DATA:

The Fine Arts Museums' proposed $7,804,784 budget for FY 2000-01 is $461,991 or 5.59 percent less than the original FY 1999-2000 budget of $8,266,775. The net decrease from the revised FY 1999-2000 budget is $461,991 or 5.59 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Admissions	$ 2,038,000	$ 2,038,000	$ 2,038,000	$ -
Oper & Maint of Museums	6,153,775	6,153,775	5,691,784	(461,991)
Total Operating Expenditures	$ 8,191,775	$ 8,191,775	$ 7,729,784	$ (461,991)
Facilities Maintenance	75,000	75,000	75,000	-
Total Expenditures	$ 8,266,775	$ 8,266,775	$ 7,804,784	$ (461,991)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 76.95 FTEs, which is 4.94 FTEs less than the 81.89 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Admissions	3.84	3.84	3.89	0.05
Oper & Maint of Museums	78.05	78.05	73.06	(4.99)
Total	81.89	81.89	76.95	(4.94)

Department: FAM FINE ARTS MUSEUMS (continued)

The reduction of 4.94 FTEs in the proposed FY 2000-01 budget results from an increase in attrition savings, plus other adjustments, offset by a new 0.5 FTE.

DEPARTMENT REVENUES

Department revenues have decreased by $461,991 or 5.6 percent. Hotel Tax revenue has increased by $275,686 and General Fund support has decreased by $737,677 or 41.3 percent.

DESCRIPTION

The Fine Arts Museums include the Palace of the Legion of Honor and the de Young Museum. Demolition and construction of the de Young Museum is scheduled to begin in FY 2001-02, and the new de Young Museum is expected to open July of 2005. The de Young Museum will close to the public on December 31, 2000, and the collection will be moved to an offsite facility. The proposed FY 2000-01 budget contains decreases in the amount budgeted for (a) reimbursement to the Corporation of the Fine Arts Museum (COFAM) for educational programs and museum administrative and operating expenses, and (b) light, heat and power for the de Young.

The non-profit COFAM provides most of the curatorial, conservation, education, exhibitions, fund-raising and administration staff for the de Young Museum and the Palace of the Legion of Honor. The positions funded in the Fine Art Museums budget include 65.5 security guards, 8 building maintenance staff, 5 curatorial staff, and 3 administrative staff. The Fine Arts Museums staff provide security and maintenance services for the Palace of the Legion of Honor, the de Young Museum, and the Asian Art Museum, which has been located in the same building as the de Young Museum since 1966. As noted above, the de Young Museum will close on December 31, 2000, and will not reopen until July of 2005. The Asian Art Museum will continue to operate at the present site until it moves into the new facility at Larkin Street and Golden Gate Avenue in late 2002. According to the Fine Arts Museums, closure of the de Young Museum, packing of the collection, and moving to the offsite facility will take place from January 1, 2001 through June 30, 2001, a six-month period. The Fine Arts Museums will require staff to pack and move the collection, to provide security at the de Young Museum during the packing (which is expected to take approximately four months), and to provide 24-hour security at the de Young Museum and at the offsite storage facility during the move of the collection (which is expected to take approximately two months). The Fine Arts Museums will also continue to provide security guard and building maintenance staff to the Asian Art Museum, as noted above. Currently, the Fine Arts Museums allocate 40 staff to the de Young Museum, of which 33 are security guards. Because the packing and moving of the collection is expected to take approximately six months, attrition savings have been increased by $260,395, from $228,079 in FY 1999-00 to $488,474 in FY 2000-01, which is equal to approximately 5 FTEs.

Department: FAM FINE ARTS MUSEUMS (continued)

The proposed budget contains upward substitution of 3 positions:

1652 Senior Accountant to 1654 Principal Accountant
3546 Curator IV to 3547 Curator V
8209 Institutional Police Lieutenant to 8206 Institutional Police Captain

Additionally, the proposed budget contains one new 0.5 FTE 1270 Departmental Personnel Officer. Currently, the Fine Arts Museums share a Departmental Personnel Officer position with the War Memorial, with the Fine Arts Museums reimbursing the War Memorial for 30 percent of the position. In the proposed FY 2000-01 budget, the shared position would become a full-time position solely responsible for the War Memorial, and the Fine Arts Museums would add one new 0.5 FTE Departmental Personnel Officer to their budget. We are recommending disapproval of the one new 0.5 FTE to the Fine Arts Museums budget and recommending continuation of the existing shared position.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: FAM - Fine Arts Museums

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
24	001	Permanent Salaries - Misc.				$3,294,338	$3,267,953	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
27	001	Departmental Personnel Officer	1270N	0.50	0.00	39,880	0	39,880
		Disapprove 0.5 FTE for the Departmental Personnel Officer. Due to the closure of the de Young Museum in December of 2000, the Fine Arts Museum expects staff to decrease by approximately 5 FTEs in FY 2000-01 and by an additional 4 FTEs in FY 2001-02. Additionally, the Fine Arts Museum has not yet determined if security positions currently in the Fine Arts Museum budget will be transferred to the Asian Art Museum budget in FY 2001-02. The Budget Analyst does not recommend creation of a new 0.5 FTE Departmental Personnel Officer due to the closure of the de Young Museum, staff attrition, and the possibility of reassignment of existing staff in FY 2001-02. This proposal would reinstate sharing of 70 percent for the War Memorial and 30 percent for the Fine Arts Museum of one full-time 1270 Department Personnel Officer included in War Memorial's FY 1999-00 budget.						
27	001	Estimated Project Funding - Misc	9996M			0	22,450	(22,450)
		Increase the amount budgeted for Permanent Salaries by $22,450. The Estimated Project Funding - Misc. represents Fine Arts Museum's share of the cost for the shared 1270 Departmental Personnel Officer position.						

Department: FAM - Fine Arts Museums

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2327	001	Attrition Savings	9993M			($488,474)	($497,429)	$8,955
		Increase attrition savings by $8,955 to offset the effect of the Department's upward substitution three positions (1652 Senior Accountant to 1654 Principal Account, 3546 Curator IV to 3547 Curator V, and 8209 Institutional Police Lieutenant to 8206 Institutional Police Captain) that would result in increased salary and fringe benefit costs made during the past year, without budgetary approval by the Board of Supervisors This recommendation will enable the Department to continue to maintain the existing filled position at the higher salary and fringe benefit cost, but will not result in additional expenditure for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.					
2324	013	Mandatory Fringe Benefits				915,051	908,191	6,860
		Corresponds with reduction in salaries.						
Total Recommended Reductions								$33,245

DEPARTMENT: LIB PUBLIC LIBRARY

FINANCIAL DATA:

The Public Library's proposed $49,424,796 budget for FY 2000-01 is $3,358,791 or 7.29 percent more than the original FY 1999-2000 budget of $46,066,005. The net increase from the revised FY 1999-2000 budget is $2,851,996 or 6.12 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Automation	$ 3,353,004	$ 3,372,893	$ 2,258,114	$ (1,094,890)
Branch Program	11,245,790	11,226,530	11,079,189	(166,601)
CHF-Library	431,687	431,687	434,214	2,527
Children's Baseline	4,127,031	4,627,031	4,159,310	32,279
Community Arts & Education	-	-	-	-
Information and Resource Management	4,687,374	4,687,374	5,097,700	410,326
Library Administration	2,272,381	2,323,547	4,111,392	1,839,011
Main Program	10,374,218	10,374,218	11,241,975	867,757
Operations and Maintenance	5,174,849	5,174,849	5,946,499	771,650
Public Affairs	785,399	785,399	831,992	46,593
Technical Services	3,124,272	3,124,272	3,274,411	150,139
Total Operating Expenditures	$ 45,576,005	$ 46,127,800	$ 48,434,796	$ 2,858,791
Capital Improvements & Fac. Maint.	490,000	445,000	990,000	500,000
Total Expenditures	$ 46,066,005	$ 46,572,800	$ 49,424,796	$ 3,358,791
Less Work Order Recoveries	-	-	(434,214)	(434,214)
Net Expenditures	$ 46,066,005	$ 46,572,800	$ 48,990,582	$ 2,924,577

Department: LIB PUBLIC LIBRARY (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 607.57 FTEs, which is 13.51 FTEs more than the 594.06 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Automation	15.11	15.11	12.31	(2.80)
Branch Program	189.03	189.03	178.47	(10.56)
CHF-Library	6.00	6.00	5.88	(0.12)
Children's Baseline	58.78	58.78	58.81	0.03
Information and Resource Management	8.13	8.13	9.56	1.43
Library Administration	22.14	22.14	22.56	0.42
Main Program	174.11	174.11	191.28	17.17
Operations and Maintenance	64.21	64.21	69.81	5.60
Public Affairs	10.01	10.01	11.54	1.53
Technical Services	46.54	46.54	47.35	0.81
Total	594.06	594.06	607.57	13.51

DEPARTMENT REVENUES

Department revenues have increased by $3,389,577 or 7.28 percent and General Fund support has increased by $1,148,426 or 4.37 percent.

The Public Library General Fund Baseline amount is dictated by Charter Section 16.109 (Proposition E approved in June, 1994) which requires that Property Tax revenue equal to $0.25 per one hundred dollars of total assessed valuation be set aside for the Library Preservation Fund. For FY 2000-01, the required General Fund Baseline for the Library Preservation Fund totals $28,734,982. However, the FY 2000-01 budget includes a total appropriation of $29,333,557 for the Public Library, or a $598,575 greater contribution of General Fund revenues than is required by the City's Charter.

Department: LIB PUBLIC LIBRARY (continued)

Therefore, any reductions made to the Public Library budget, up to the amount of $598,575 would represent a General Fund savings.

DESCRIPTION

The Public Library's proposed FY 2000-01 budget includes 13.58 Full-Time Equivalent (FTE) new positions, including the following:

- 0.70 FTE - 1840 Junior Management Assistant;
- 4.84 FTE – 3602 Library Pages
- 2.42 FTE – 3630 Librarian Is;
- 0.75 FTE – 3634 Librarian IIIs;
- 1.5 FTE – 1012 IS Technician –Journey;
- 0.37 FTE – 7334 Stationary Engineer;
- 1.5 FTE – 7514 General Laborer;
- 0.75 FTE – 8207 Building and Grounds Patrol Officer;
- 0.75 FTE – 5322 Graphic Artist

There is also an offsetting reduction of 0.07 FTEs, resulting in an overall net increase of 13.51 FTE positions for FY 2000-01.

In FY 1999-00, the Library converted some of the Library Page positions from 15 hours to 20 hours per week, without an overall increase in the number of 3602 Library Pages FTE positions. However as shown above, the Library is now requesting an additional 4.84 FTE 3602 Library Page positions, due to management and operational demands. In addition, the Department is requesting numerous substitutions and reclassification of positions, primarily to reconcile the Public Library's existing workforce with the budget document. As a result of these new positions, reclassifications, substitutions, annualizations of previously authorized positions, step adjustments and cost of living increases, the costs for Permanent Salaries – Misc, Temporary Salaries and Fringe Benefits is increasing overall by $975,943, as identified by the increases and decreases in the following eight Divisions:

(1) Main Library is increasing by $619,787,
(2) Branch Libraries are decreasing by $264,379,
(3) Technical Services is increasing by $90,139,
(4) Information and Resource Management is increasing by $62,898,
(5) Public Affairs is increasing by $75,593,
(6) Automation is decreasing by $145,855,
(7) Operations and Maintenance is increasing by $409,991, and
(8) Administration is increasing by $127,769.

Department: LIB PUBLIC LIBRARY (continued)

The proposed budget also provides an additional $500,000 for electrical upgrades for the Branch Libraries and $600,000 for new technology improvements. This is in addition to the proposed $240,000 for Facilities Maintenance and $250,000 for roof repairs, which were the amounts included for Facilities Maintenance and Capital Improvements for the current year. In addition, the book budget is proposed to increase from $4,143,026 in FY 1999-00 to $4,496,026, an increase of $353,000, or 8.5 percent.

A new Tool Lending Library, which was approved in the FY 1999-2000 budget, was not implemented during the past Fiscal Year. The Library has now decided to contract with a non-profit organization for operation of the new Tool Lending Library, at an estimated cost of approximately $359,000 in FY 2000-01. On June 12, 2000, the Public Library issued a Request for Proposal (RFP), with the proposals due by July 19, 2000, for this new Tool Lending Library.

On June 19, 2000, the Board of Supervisors approved a resolution (File 00-1058) of public interest and necessity for the November 7, 2000 ballot for a $105,865,000 General Obligation Bond Measure to rehabilitate and modernize 19 Branch Libraries, acquire land in order to construct five new Branch Libraries, including one in Mission Bay, rehabilitate Brooks Hall and construct a system-wide support center for processing Library materials. If the Bond Measure is approved by the San Francisco voters on November 7, 2000, the Public Library estimates that it will take approximately ten years to complete the work.

COMMENT

The Mayor's budget provides an increase of $3,358,791. Our recommended reductions, which total $736,779, would still allow an increase of $2,622,012 or 5.69 percent in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

partment: LIB - Public Library

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EF		Main Program						
342	005	Temporary Salaries - Misc.				$155,034	$120,034	$35,000
		Reduce to reflect the Temporary Salary expenditure rate in the Main Library over the past two years, adjusted for an anticipated increase in Fiscal Year 2000-01.						
342	013	Mandatory Fringe Benefits				1,952,514	1,947,964	4,550
		Corresponds to the reduction in Temporary Salaries Misc.						
342	049	Other Materials & Supplies				121,309	93,309	28,000
		Delete $8,000 for ergonomic accessories which should be centralized with other ergonomic equipment under Equipment Purchase in the Operations and Maintenance Division's budget. Further reduce Other Materials & Supplies by an additional $20,000 to reflect historical expenditure patterns and to off-set a portion of the proposed increase for FY 2000-01. The proposed reduction of $28,000 will still provide an increase of $3,116 in the Main Library's Other Materials & Supplies budget.						
		Subtotal Recommended Reductions - Main Program						$67,550

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EEG		Branch Program						
2344	001	Permanent Salaries - Misc				$7,880,955	$7,765,848	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2364		Special Assistant IV	1363	1.00	0.00	42,073	0	42,073
2364		Special Assistant VIII	1367	1.00	0.00	56,017	0	56,017
2364		Library Page	3602	0.50	0.00	17,017	0	17,017
		Eliminate these positions which were specifically added to the current Fiscal Year budget for the new Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is retained on a contractual basis and a plan for implementation is finalized. RFPs for this project will be accepted until July 19, 2000.						
2344	005	Temporary Salaries - Misc				289,891	189,891	100,000
		Although the Library charged their Temporary Salaries to the Permanent Salaries account, actual expenditure rates for both Permanent and Temporary Salaries in the Branches will result in a surplus of at least an estimated $139,000 in the current Fiscal Year. Therefore, reduce Temporary Salaries-Misc to reflect this underspending, adjusted for an increase in salaries.						
2344	013	Mandatory Fringe Benefits				289,891	246,963	42,928
		Corresponds to the reduction in both Permanent Salaries - Misc and Temporary Salaries - Misc.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2344	027	Professional & Specialized Services				$0	$359,724	($359,724)
		The Public Library is seeking a non-profit organization to manage the proposed Tool Lending Library. The deadline for RFPs is July 19, 2000. The Library estimates the total cost of this new Tool Lending Library to be $359,724. Therefore, this recommendation transfers such funds from the other line item accounts to the Professional & Specialized Services account.						
2344	030	Rents & Leases - Buildings & Structures				262,052	242,852	19,200
		Reduce Rents & Leases-Buildings & Structures by $19,200 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project will be accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						
2344	035	Other Current Expenses				40,000	0	40,000
		Reduce Other Current Expenses by $40,000 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project will be accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2344	040	Materials & Supplies				$140,000	$0	$140,000
		Reduce Materials & Supplies by $140,000 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project will be accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						
2344	049	Other Materials & Supplies				178,496	148,496	30,000
		Reduce Other Materials & Supplies by $30,000 for the Tool Lending Library. The Tool Lending Library is on hold until a non-profit manager is selected on a contractual basis and a plan for implementation is finalized. RFPs for this project will be accepted until July 19, 2000. We have recommended that funds for this Tool Lending Library be added to the Professional & Specialized Services account.						
		Subtotal Recommended Reductions - Branch Program						**$127,511**
EGF		**Public Affairs**						
2349	001	Permanent Salaries - Misc				552,542	524,022	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
368		Graphic Artist	5322	0.75	0.00	$28,520	$0	$28,520
		Delete the proposed new position for an in-house graphic and web-page designer. The Public Affairs Division does not warrant the addition of one full-time permanent Graphic Artist. Furthermore, Reproduction Services in the Administrative Services Department is purchasing in-house color reproduction equipment and has added Graphic Artist positions in order to accommodate increasing City-wide graphic and web-page design needs. We are however recommending approval of 10.58 of the 13.58 new positions requested by the Department.						
349	013	Mandatory Fringe Benefits				144,650	137,235	7,415
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Subtotal Recommended Reductions - Public Affairs						$35,935
GG		**Automation**						
350	060	Equipment Purchase				600,000	335,000	*
		*The recommended reduction in Equipment Purchase is the total of the following specific recommendations regarding individual technology upgrades.						

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2383	LB017N	Technology Refreshment				$265,000	$0	$265,000
		Deny request for replacement of 133 computers. The Public Library received a $262,900 Bill and Melinda Gates Foundation Grant in February 2000, which enabled the purchase of 101 new computers, 16 printers, one network server and one overhead projector. Even with this reduction of $265,000, the Library will receive $335,000 for the Main Library Network Upgrade and extending the wide-area network at nine branches. If the General Obligation Bond Measure passes, the Library Foundation has agreed to raise $15,000,000 for furnishings and equipment, which should allow for the purchase of necessary personal computers for the Public Library.						
		Subtotal Recommended Reductions - Automation						$265,000
EGH		Operations and Maintenance						
2351	001	Permanent Salaries - Misc				3,055,487	2,998,461	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2371		General Laborer	7514	1.50	0.75	56,070	28,035	28,035
		Deny request for one of two new General Laborers because the workload does not justify such an increase. The Public Library currently has no General Laborers and the Budget Analyst is recommending the approval of one new General Laborer. In total, we are recommending approval of 10.58 of the 13.58 new positions requested by the Department.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
371		Building and Grounds Patrol C	8207	0.75	0.00	$28,991	$0	$28,991
		Deny request for one new Building and Grounds Patrol Officer. Public Library has 11.5 FTE Building and Grounds Patrol Officers and workload does not justify a further increase. We are however recommending approval of 10.58 of the 13.58 new positions requested by the Department.						
251	013	Mandatory Fringe Benefits				839,827	825,000	14,827
		Corresponds to the reduction in Permanent Salaries - Misc.						
251	028	Maintenance Svcs-Buildings & Structures				253,000	242,500	10,500
		Reduce the requested increase by $10,500, which will provide funding of $135,000 more than the current Fiscal Year's budgeted amount of $108,000. This reduction is for non-specified custodial equipment maintenance and repair. The remaining $242,500 will allow sufficient money to cover all expiring warranties for machinery throughout the Library system.						
251	035	Other Current Expenses				234,713	189,713	45,000
		Reduce Other Current Expenses by $45,000. The remaining $189,713, which is $89,300 more than the current Fiscal Year, allows the Library $40,000 for the Main Library office relocation.						
		Subtotal Recommended Reductions - Operations and Maintenance						$127,353

Department: LIB - Public Library

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EIB		Library Administration						
2354	005	Temporary Salaries - Misc				$70,000	$35,000	$35,000
		Reduce Temporary Salaries - Misc by $35,000. No expenditures in Temporary Salaries occurred in the current Fiscal Year.						
2354	013	Mandatory Fringe Benefits				327,053	322,503	4,550
		Corresponds to the reduction in Permanent Salaries - Misc.						
2355	022	Training				113,880	100,000	13,880
		Reduce to reflect actual expenditure rates for the past two years adjusted for cost of living increase.						
2355	027	Professional & Specialized Services				67,000	7,000	60,000
		Reduce Professional & Specialized Services by $60,000 for Foundation for After Hours Events. The Library is recommending the elimination of the contract for Foundation for After Hours Events.						

epartment: LIB - Public Library

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
54	067	Buildings, Structures & Improvements				$500,000	$500,000	*
		*Reserve $250,000 for Branch Electrical Upgrade projects pending outcome of November General Obligation Bond Measure. If Bond Measure is not approved, the Library should provide a plan for the reserved monies. If the Bond Measure is approved, the work should be delayed until bond funds become available. This money was included in the budget prior to the decision to place the $105,865,000 General Obligation Bond Measure on the ballot in November 2000.						
		Subtotal Recommended Reductions - Library Administration						$113,430
		Subtotal Recommended Reserves - Library Administration						$250,000
		Total Recommended Reductions						$736,779
		Total Recommended Reserves						$250,000

DEPARTMENT: LLB LAW LIBRARY

FINANCIAL DATA:

The Law Library's proposed $403,679 budget for FY 2000-01 is $9,966 or 2.53 percent more than the original FY 1999-00 budget of $393,713. The net increase from the revised FY 1999-00 budget is $9,966 or 2.53 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Law Library	$ 393,713	$ 393,713	$ 403,679	$ 9,966
Total Expenditures	$ 393,713	$ 393,713	$ 403,679	$ 9,966

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 3.00 FTEs, which is unchanged from the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Law Library	3.00	3.00	3.00	-
Total	3.00	3.00	3.00	-

Department: LLB LAW LIBRARY (continued)

DEPARTMENT REVENUES

General Fund Support for the Law Library budgeted for FY 2000-01 is $403,679 which is $9,966 or 2.53 percent more than the General Fund Support of $393,713 in the original FY 1999-00 budget.

DESCRIPTION

The Law Library's proposed budget reflects an increase in personnel costs of $6,804 resulting from MOU-related salary and fringe benefit increases.

The Law Library's proposed budget also includes an increase of $3,162 for services of other departments which results primarily from increased rates for the Department of Telecommunications and Information Services (DTIS).

RECOMMENDATIONS

None.

DEPARTMENT: REC RECREATION AND PARK

FINANCIAL DATA:

The Recreation and Park's proposed $123,949,499 budget for FY 2000-01 is $34,156,694 or 38.04 percent more than the original FY 1999-2000 budget of $89,792,805. The net increase from the revised FY 1999-2000 budget is $34,328,031 or 38.30 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park	$ 4,743,784	$ 4,737,339	$ 3,346,676	$ (1,397,108)
CHF-REC Park	246,915	246,915	246,915	-
Children's Baseline	12,181,926	12,181,926	12,339,059	157,133
DEPT'L Admin-Business Office	8,038,644	8,465,335	8,010,655	(27,989)
Family Camp Operations	660,146	660,146	684,014	23,868
Golden Gate Park	7,780,913	7,854,576	8,471,628	690,715
Maint & Oper of Golf Courses	3,061,060	3,061,060	3,088,024	26,964
Marina Yacht Harbor	1,902,459	1,407,459	1,612,140	(290,319)
Neighborhood Services	21,215,614	20,960,546	21,722,107	506,493
Structural Maintenance	7,711,711	7,711,711	7,787,819	76,108
Turf Management	1,991,611	1,991,611	2,149,250	157,639
Urban Forestry	2,005,857	2,005,857	2,154,054	148,197
Zoo Operations	6,873,576	6,873,576	6,856,266	(17,310)
Total Operating Expenditures	$ 78,414,216	$ 78,158,057	$ 78,468,607	$ 54,391
Capital Projects & Facilities Maint.	11,378,589	11,463,411	45,480,892	34,102,303
Total Expenditures	$ 89,792,805	$ 89,621,468	$ 123,949,499	$ 34,156,694
Less Work Order Recoveries	(452,600)	(538,100)	(686,715)	(234,115)
Net Expenditures	$ 89,340,205	$ 89,083,368	$ 123,262,784	$ 33,922,579

Department: REC RECREATION AND PARK (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,006.73 FTEs, which is 2.82 FTEs less than the 1,009.55 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park	20.98	20.98	20.97	(0.01)
CHF-REC Park	4.70	4.70	4.68	(0.02)
Children's Baseline	245.31	245.31	245.70	0.39
DEPT'L Admin-Business Office	55.82	55.82	54.28	(1.54)
Family Camp Operations	5.43	5.43	5.43	-
Golden Gate Park	135.92	135.92	138.19	2.27
Maint & Oper of Golf Courses	43.68	43.68	43.69	0.01
Marina Yacht Harbor	16.60	16.60	16.84	0.24
Neighborhood Services	283.34	283.34	286.16	2.82
Structural Maintenance	98.50	98.50	93.50	(5.00)
Turf Management	33.00	33.00	33.00	-
Urban Forestry	33.71	33.71	33.75	0.04
Zoo Operations	32.56	32.56	30.54	(2.02)
Total	1,009.55	1,009.55	1,006.73	(2.82)

DEPARTMENT REVENUES

Department revenues have increased by $29,853,180 or 47.9 percent and General Fund support has increased from $34,464,494 to $39,442,294 for a total increase of $4,977,800 or 14.4 percent. Major changes in revenues include:

Department: REC RECREATION AND PARK (continued)

- Bond revenues increased by $33,178,509 to provide funding for Zoo improvements and other Recreation and Park Improvements.
- General Property Taxes increased by $1.7 million.
- Parking revenues increased by approximately $540,000.
- Hotel Tax revenues decreased by $5.4 million. These taxes were used to pay for debt service at 3Com Park. Since the debt has been extinguished, no further revenues are required for this purpose.
- 3Com Park revenues decreased by approximately $1.1 million related to the loss of the San Francisco Giant's baseball games in 3Com Park. These revenues were only related to the games played in the summer and fall of 1999.
- Golf revenues are expected to decrease by approximately $520,000, related primarily to the closing of both Harding and Fleming golf courses in October 2000 for approximately a year for renovation. Golf revenues include $1,000,000 that is expected to be paid by the management company that will renovate both courses and take over the operation of the courses after the renovations. The Recreation and Park Commission has given the Department authority to enter into negotiations with the Arnold Palmer Golf Management LLC related to the renovation and management of these golf courses, and the Department expects to bring the related contracts to the Board of Supervisors for approval in August or September 2000.

DESCRIPTION

1. The Department had a net decrease in staffing of 2.82 FTEs. Major changes in staffing included:

   - The addition of .75 FTE for an Executive Secretary and the reclassification of 1.0 FTE from Departmental Administration—Business Office for a Special Assistant XVII. These positions, which annualize to 2.0 FTEs, have an annual permanent Salary and Fringe Benefits of $197,270 at the top step. The Department states that these staff are required to provide construction oversight for the Golden Gate Park Concourse Authority, which was established under Proposition J in June 1998 to be responsible for the construction of an underground parking facility in Golden Gate Park.

   - The addition of .75 FTE for a Project Manager IV. This position will annualize to 1.0 FTE with annual permanent Salaries and Fringe Benefits of $156,467, which is $1,229 more than the Salary and Fringe Benefits of the General Manager. The Department has stated that the new Program Manager will manage the Department's capital program and supervise the Capital Division Team in coordinating all capital projects related to the Neighborhood Recreation Park Facilities bond of 2000, the Golden Gate Park Bond, the Park Improvement bond of 1987, and Open Space Funds.

   - Additionally, there is a net reduction of 4.32 FTEs related to annualizations of prior year FTE offset by an increase in project funding and the elimination of 2.0 FTEs in the Zoo.

Department: REC RECREATION AND PARK (continued)

2. Additionally, there is an addition of 27 new FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTEs with an annual permanent Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in permanent Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in permanent Salaries and Fringe Benefits are field positions (gardeners, arborist technicians, and truck drivers) that will complete capital projects.

The Department has stated that they intend on using their contracting authority for capital projects, as authorized under the Charter amendment approved in November 1999. Instead of using only the resources and expertise of DPW to design projects, develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management, the Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team.

3. Of the total of $34,102,303 of the increase in the budget for the Department, major initiatives include:

- Zoo Facility improvements of $17,337,277 funded by Zoo Facilities 2000 bonds.
- Golden Gate Park improvements of $8,697,633 funded by Golden Gate Park Irrigation 1997 bonds.
- Neighborhood Recreation and Park Facility improvements of $6,143,599 funded by Recreation and Park Facility 2000 bonds.
- Park Facility Improvements of $1,000,000 funded by Park Improvement 1987 bonds.

4. Other operating expenses in the Department increased by only $54,391. The increase in the Department's salaries and benefits expense of $1,360,515 (2.39%) was offset by a $1,397,108 decrease in operating expenses as a result of the San Francisco Giants no longer playing baseball at 3Com Park.

5. The budget for current year equipment purchases has increased by $347,500 (49.6%) to $1,048,602, primarily because of plans to expend $751,002 on new vehicles and equipment and $297,600 on replacement vehicles and equipment. Payments on leases for equipment purchased under

Department: REC RECREATION AND PARK (continued)

lease finance agreements in previous years have increased by $133,145. These increases are mostly offset by the $425,000 decrease in debt service requirements related to 3Com Park.

COMMENT

The Mayor's budget provides an increase of $34,156,694. Our recommended reductions, which total $875,122 would still allow an increase of $33,281,572 or 37.1% in the Department's budget.

epartment: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
AA Golden Gate Park--General Fund Non-Project								
403	001	Permanent Salaries				$5,107,449	$5,022,449	*
		*The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.						
458	001	Attrition Savings--Misc	9993M	(8.8)	(10.8)	(372,438)	(457,438)	85,000
		To increase Attrition Savings by $85,000 to 8.3 percent. Actual attrition for this Division in FY 1999-00 was approximately 10.6 percent after reclassification of salaries related to the Workfare program from permanent salaries to temporary salaries. The Workfare program provides approximately 18.0 FTE for use by this Division.						
403	013	Mandatory Fringe Benefits				1,434,884	1,412,784	22,100
		Corresponds to reductions in permanent salaries.						
403	060	Equipment Purchase				157,000	157,000	*
		* The recommended reductions in Equipment Purchase is the total of the following specific recommendations regarding individual items.						
233	060	4 WD 3/4 Ton Pickup w/ Dump	RP056N	1	0	30,000	0	30,000
233	060	4 WD 3/4 Ton Pickup w/ Dump	RP056R	0	1	0	30,000	(30,000)
243	060	Crew Cab Pickup w/ Dump	RP058N	1	0	35,000	0	35,000
243	060	Crew Cab Pickup w/ Dump	RP058R	0	1	0	35,000	(35,000)
		Approve equipment identified above as 'R' or Replacement equipment. In both cases, the Department justified the equipment as replacements for 1985 vehicles and not an 'N' or new equipment.						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EAA Golden Gate Park Construction Oversight--Annual Project								
2404	001	Permanent Salaries				$143,668	$143,668	*
		*The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classifications.						
2459	001	Special Assistant XVII	1376S	1	0	107,194	0	107,194
2459	001	Special Assistant XVII	1375L	0	1	0	107,194	(107,194)
		To classify this 1.0 FTE as 'L' or Limited Tenure since the Department stated that the position is intended to provide oversight assistance to the Concourse Authority. Based on the Department's representation that the work responsibilities related to this position will be completed in approximately three years, this position should be made an 'L' or Limited Tenure position.						
EAE Neighborhood Services--General Fund Non-project								
2411	060	Equipment Purchase				370,000	351,000	*
		* The recommended reductions in Equipment purchase is the total of the following specific recommendations regarding individual items.						
2485	060	7 Passenger Ford Winstar Van	RP045N	1	0	25,000	0	25,000
2485	060	7 Passenger Ford Winstar Van	RP045R	0	1	0	25,000	(25,000)
2485	060	Crew Cab Pickup with Dump	RP079N	1	0	30,000	0	30,000
2485	060	Crew Cab Pickup with Dump	RP079R	0	1	0	30,000	(30,000)
		Approve equipment identified above as 'R' or Replacement equipment. The Department has justified the equipment as replacement vehicles and not as 'N' or new equipment.						

artment: REC Recreation And Park Commission

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings	
5	060	Greenmaster 3100 Mower	RP049N	1	0	$19,000	$0	$ 19,000	

The Department has not provided adequate justification for this request of $19,000 for new equipment. The Department currently has 9 Greenmaster Mowers, and one of them is located in a park that has no golf facilities. We are, however, recommending approval of $1,000,000 in other replacement and new equipment as requested by the Department.

E Neighborhood Services--General Fund Annual Project

1	001	Permanent Salaries				322,696	322,696	*
5	001	Project Manager IV	5508N	0.75	0.75	93,135	93,135	*

* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.

* The Budget Analyst is recommending that this position ($117,350 in Salary and Fringe Benefits) be reserved until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and the Department of Public Works (DPW). This Project Manager position is funded by the General Fund, and will annualize to 1.0 FTE with a permanent Salary and Fringe Benefits of $156,467 which is $1,228 more than the Salary and Fringe Benefit cost of the General Manager. This Program Manager will manage the Department's capital program and supervise the Capital Division Team in coordinating all capital projects for the Department.

Department: REC Recreation And Park Commission

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings

The Department is recommending the addition of 27 new FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTE with an annual Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these new 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in Salaries and Fringe Benefits are field positions including gardeners, arborist technicians, and truck drivers. The Budget Analyst has recommended that these positions also be reserved pending a report back to the Board of Supervisors to present a plan that accounts for all of the costs of the addition of the Department's Capital Division Team, including determining that taking over the contract function that DPW performs could more effectively be performed by the Department.

The Department has not performed any cost benefit analysis to determine that establishing this Capital Division will be cost effective. In addition to the cost of the 16 new administrative staff, the Department has not identified the other specific overhead costs that will be incurred as a result of establishing this new Division, such as any cost for increased space requirements, furnishings, computer equipment, and other administrative requirements. Additionally, the Department currently has 12 existing positions (with annual Salary and Fringe Benefits of $1,140,078) funded by Open Space funding, bond funding and the General Fund to provide oversight and planning of existing capital projects. The Department has not explained how all current positions will be taken into account in this plan.

The Department has stated that they intend on using their complete contracting authority for capital projects, as authorized under the Charter amendment passed in November 1999, instead of only using the resources and expertise of DPW to design projects, to develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management. The Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team. In the Budget Analyst's judgement, without a well developed plan, using appropriate policies and procedures, the result of the addition of such administrative staff may be extensive duplication of DPW"s administrative procedures or the inefficient and ineffective management of these contracts.

The Budget Analyst recommends the reserve of this Project Manager position until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and DPW. Further, the Department should develop a plan that accounts for all of the costs of the addition of such personnel and accounts for the use of the current personnel the Department already has which perform similar functions for Open Space, the Park Renaissance Project and other bond funds. Additionally, the Department should compare their costs to DPW"s cost for performing the same services. The Budget Analyst further recommends that this plan and all related information be presented to the Board of Supervisors for review and approval.

partment: REC Recreation And Park Commission

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings	
11	013	Mandatory Fringe Benefits				$71,189	$71,189		*
		The Budget Analyst recommends a reserve of $24,215 in Fringe Benefits related to the Permanent Salaries reserved above.							
CD Structural Maintenance - General Fund Non-project									
33	001	Permanent Salaries				3,942,958	3,938,835		*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.							
69	001	Secretary II	1446S	0	1	0	45,832	(45,832)	
69	001	Executive Secretary	1450S	1	0	49,955	0	49,955	
		Disapprove this substitution since the Department has not obtained Department of Human Resources approval or provided adequate justification.							
59	001	Senior Clerk Typist	1426O	1.5	1.5	62,483	62,483		*
59	001	Senior Account Clerk	1632O	0.75	0.75	33,982	33,982		*
59	001	Senior Accountant	1652O	0.75	0.75	38,563	38,563		*
59	001	Principal Accountant	1654O	0.75	0.75	46,882	46,882		*
59	001	Junior Administrative Analyst	1820O	0.75	0.75	33,649	33,649		*
59	001	Senior Administrative Analyst	1823O	1.5	1.5	100,890	100,890		*
59	001	Principal Administrative Analy	1824O	0.75	0.75	58,960	58,960		*
49	001	Gardener	3417O	7.5	7.5	326,120	326,120		*
49	001	Park Section Supervisor	3422O	1.5	1.5	79,200	79,200		*
49	001	Arborist Technician	3435O	3	3	162,003	162,003		*
49	001	Tree Topper Supervisor	3436O	0.75	0.75	42,634	42,634		*
49	001	Landscape Architect Assoc	5272O	1.5	1.5	107,467	107,467		*
40	001	Senior Landscape Architect	5275O	0.75	0.75	72,016	72,016		*
40	001	Planner V	5283O	0.75	0.75	71,312	71,312		*
40	001	Planner IV, Transportation	5293O	1.5	1.5	120,269	120,269		*
40	001	Building Inspectors	6331O	0.75	0.75	56,259	56,259		*

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2470	001	Operating Engineer, Universal	7328O	0.75	0.75	$47,000	$47,000	*
2470	001	Truck Driver	7355O	1.5	1.5	80,492	80,492	*

* The Budget Analyst recommends the reserve of these bond funded positions until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Supervisors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and the Department of Public Works (DPW).

The Department is recommending the addition of the above listed 27 FTEs with FY 2000-01 Salaries and Fringe Benefits of $1,940,628, which will annualize to 36 FTE with an annual Salary and Fringe Benefits at the top step of $2,587,504, to be funded through the Capital Budget, including the Neighborhood Recreation and Park Facilities 2000 bond, Open Space funds, and Park Improvement 1987 bonds. Of these new 36 FTEs, 16 (44%) of these positions representing $1,348,590 (52%) in Salaries and Fringe Benefits are administrative financial management and planning positions that are intended to be used to create a new Capital Division which will be used to implement the Department's Capital Plan. The remaining 20 FTE (56%) positions representing $1,238,914 (48%) in Salaries and Fringe Benefits are field positions including gardeners, arborist technicians, and truck drivers.

The Department has not performed any cost benefit analysis to determine that establishing this Capital Division will be cost effective. In addition to the cost of the 16 new administrative staff, the Department has not identified the other specific overhead costs that will be incurred as a result of establishing this new Division, such as any cost for increased space requirements, furnishings, computer equipment, and other administrative requirements. Additionally, the Department currently has 12 existing positions (with annual Salary and Fringe Benefits of $1,140,078) funded by Open Space funding, bond funding and the General Fund to provide oversight and planning of existing capital projects, and has asked for the addition of a new project manager (with annual permanent Salary and Fringe Benefits of $156,467) this year to coordinate all of the Capital Projects in the Department. The Budget Analyst has recommended that the Project Manager position also be reserved pending a report back to the Board of Supervisors to present a plan that accounts for all of the costs of the addition of the Department's Capital Division Team, including determining that taking over the contract function that DPW performs could more effectively be performed by the Department. The Department has not explained how all current positions will be taken into account in this plan.

The Department has stated that they intend on using their complete contracting authority for capital projects, as authorized under the Charter amendment passed in November 1999, instead of only using the resources and expertise of DPW to design projects, to develop detailed plans and specifications, perform contract bid and award functions, perform construction management and inspection, and perform financial management. The Department intends on using available resources from DPW and/or proceeding with the process using their own Capital Division team. In the Budget Analyst's judgement, without a well developed plan, using appropriate policies and procedures, the result of the addition of such administrative staff may be extensive duplication of DPW's administrative procedures or the inefficient and ineffective management of these contracts.

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		The Budget Analyst recommends the reserve of these bond funded positions until such time as the Department has performed a cost benefit analysis, and reports back to the Board of Superviors, to determine that taking over the contract function that DPW performs could more effectively be performed by the Department and that there would not be any material duplication of efforts between the functions of the Department's Capital Division Team and DPW. Further, the Department should develop a plan that accounts for all of the costs of the addition of such personnel and accounts for the use of the current personnel the Department already has which perform similar functions for Open Space, the Park Renaissance Project and other bond funds. Additionally, the Department should compare their costs to DPW's cost for performing the same services. The Budget Analyst further recommends that this plan and all related information be presented to the Board of Supervisors for review and approval.						
433	013	Mandatory Fringe Benefits				$982,068	$980,996	$1,072
		Reduction of $1,072 corresponds to reductions in permanent salaries. In addition, the Budget Analyst recommends a reserve of $400,447 in Fringe Benefits related to the Permanent Salaries reserved above.						
433	060	Equipment Purchase				153,000	123,000	*
		* The recommended reductions in Equipment purchase is the total of the following specific recommendations regarding individual items.						
487	060	Model F250 Ford Pickup	RP042N	1	0	30,000	0	30,000
		The Department has not provided adequate justification for this request of $30,000 for new equipment. The Department has 203 assorted trucks in its fleet. The Department has informed us that vehicles are pooled and assigned by program need. Therefore, the Department should have adequate resources without the addition of this vehicle. We are, however, recommending approval of $1,000,000 in other replacement and new equipment requested by the Department.						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2487	060	Ford Econoline Commercial Van	RP044N	1	0	$27,000	$0	$ 27,000
2487	060	Ford Econoline Commercial Van	RP044R	0	1	0	27,000	(27,000)
2487	060	3/4 Ton Utility Pickup	RP047N	1	0	30,000	0	30,000
2487	060	3/4 Ton Utility Pickup	RP047R	0	1	0	30,000	(30,000)

Approve equipment identified above as 'R' or Replacement equipment. The Department has justified the equipment as replacement vehicles and not as 'N' or new equipment

ECG Maint & Oper Of Golf Courses--General Fund Non-Project

2440	001	Permanent Salaries - Misc				2,125,506	2,013,997	*

* The recommended reduction in Permanent Salaries--Misc is the total of the following specific recommendations regarding individual classification.

2474	001	Attrition Savings - Misc	9993M	(2.31)	(4.6)	(112,268)	(223,777)	111,509

To increase attrition savings in the Department to 10 percent. Actual attrition for FY 1999-00 is 14.8 percent. Further, the Budget Analyst notes that the Harding (18 holes) and Fleming (9 holes) golf courses will be closed in October 2000 for approximately a year. Although the staff responsible for the Harding and Fleming golf courses will be involved in the replanting of these courses, they will also be available to provide additional services in the other City golf courses.

2440	011	Overtime				34,761	23,261	11,500

To reduce overtime by $11,500. The Harding and Fleming golf courses, which represent approximately a third of the City's golf courses, will be closed in October 2000 for approximately a year. Additionally, the permanent staff assigned to these two courses will be available to provide additional services in the other City golf courses, which should also help defray overtime expenses.

epartment: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2440	013	Mandatory Fringe Benefits				$555,935	$526,943	$28,992
		Corresponds to changes in permanent salaries.						
CH 3Com Park-- General Fund Non-Project								
442	001	Permanent Salaries				1,023,584	889,562	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
475	001	Gardener	3417L	3	0	134,022	0	134,022
		Reduce the three 3417 Gardener positions that were limited tenure positions. The Budget Analyst recommends this reduction because of the reduction in workload now that the San Francisco Giants will no longer be playing baseball at 3Com Park. The Department will still have 4.0 FTE Gardener positions at 3Com Park and a total of 287.5 FTE Gardener positions.						
442	011	Overtime				128,252	80,000	48,252
		Reduce the overtime for 3Com Park by $48,252. In FY 1999-00, the Department spent approximately $110,000 for overtime at 3Com Park to cover both the San Francisco Giant's evening and weekend games and the San Francisco 49er's football games in the Fall of 1999. Since the San Francisco Giants will no longer be playing at 3Com Park, required overtime should be reduced. Further, since the Department intends on marketing the facility for multiple use, any overtime that is incurred and which is related to these special events should be budget neutral and borne by the organization renting the facility.						
442	013	Mandatory Fringe Benefits				282,038	247,192	34,846
		Corresponds to the reduction in permanent salaries.						
442	040	Materials & Supplies Budget				316,910	292,500	24,410
		Reduce to the amount justified by the Department.						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2443	081	Services of Other Departments				$793,361	$603,959	$189,402
		Reduce the budget for PUC Light, Heat, and Power from $480,552 to $291,150 Major expenditures for Light, Heat and Power relate to the functions at 3Com Park, and are recovered from the organizations using 3Com Park. In FY 1998-99 and FY 1999-00, the Department recovered 100 percent of these PUC charges from the 49ERS, Giants and the food concessionaire The budgeted recoveries for FY 2000-01 from the 49ERS and the food concessionaire are $116,000. This provides the Department with $175,150 (approximately $22,000 per month for 8 months) for PUC charges in the Park during the remainder of the year when uses are minimal Since the Department intends on marketing the facility for multiple use, any PUC charges incurred related to these special events should be budget neutral and borne by the organization renting the facility.					
ECJ Urban Forestry--General Fund Non-project								
2445	001	Permanent Salaries				1,660,281	1,601,014	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
2477	001	Attrition Savings - Misc	9993M	(1.25)	(2.5)	(61,239)	(120,506)	59,267
		To increase attrition savings in the Department to 7 percent. Actual attrition savings for FY 1999-00 is 39.4 percent. Further, the Budget Analyst notes that the Division has 3.0 FTE tree topper positions that were authorized in the 1998-99 budget cycle that have never been filled. Although the Department has upgraded tree topper positions in this budget to arborist technicians, with an increase in base salary of $6,275 annually, the basic requirements of the job remain the same for this hard-to-hire position.						
2445	013	Mandatory Fringe Benefits				428,773	413,364	15,409
		Corresponds to the reduction in permanent salaries.						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
EIA Dept'l Admin-Business Office--General Fund Non-project								
2446	001	Permanent Salaries				$2,959,152	$2,937,345	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification.						
2478	001	Bus Analyst--Principal	1054S	0	1	0	84,789	(84,789)
2478	001	Information Systems Manager	1071S	1	0	114,825	0	114,825
2478	001	Special Assistant XIII	1372S	1	0	79,975	0	79,975
2479	001	Executive Secretary III	1454S	0	1	0	60,254	(60,254)
2479	001	Supervising Fiscal Officer	1675S	1	0	90,996	0	90,996
2479	001	Senior Administrative Analyst	1823S	0	1	0	69,103	(69,103)
2479	001	Principal Administrative Analyst	1824S	0	1	0	80,767	(80,767)
2480	001	Assistant Industrial Hygienist	6137S	1	0	61,105	0	61,105
2480	001	Estimated Project Funding	9996M	0	0.5	0	30,181	(30,181)
		Disapprove these substitutions since the Department has not obtained Department of Human Resources approval or provided adequate justification for the substitutions.						
2446	013	Mandatory Fringe Benefits				743,118	737,448	5,670
		Corresponds to the reduction in permanent salaries.						
2447	081	Services of Other Depts				3,401,649	3,401,649	*
		* To reserve $617,820 which is one-third of the Worker's Compensation budget of $1,853,462 pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						

Department: REC Recreation And Park Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
FAL Children's Baseline--General Fund Non-Project								
2454	001	Permanent Salaries - Misc				$8,579,361	$8,568,059	*
		* The recommended reduction in Permanent Salaries--Misc. is the total of the following specific recommendations regarding individual classification						
2481	001	Special Assistant V	1364A	1.25	1	56,513	45,211	11,302
		To reduce the 1364 Special Assistant V by 0.25 FTE, which represents a clerical error. The Department agrees with this reduction which will bring the number of FTE for this position to the intended total of 2.0 FTE.						
2454	013	Mandatory Fringe Benefits				2,587,779	2,584,840	2,939
		Corresponds to changes in permanent salaries.						
2454	022	Training				36,500	22,000	14,500
		The Department has not adequately justified training for recreational staff. This budget was increased from zero in FY 1998-99 to $36,500 in FY 1999-00, yet the Department had no training expenditures for the recreation staff in FY 1999-00. Further, the Department revised the training budget downward in the current year by $17,900 so it could increase expenditures in other categories in the budget. The recommended reduction will still provide the Department with a total training budget of $122,390 that is approximately 10 percent more than actual FY 1999-00 expenditures.						
		Total Recommended Reductions						$ 875,122
		Total Recommended Reserves						$ 2,675,798

DEPARTMENT: SCI ACADEMY OF SCIENCES

FINANCIAL DATA:

The Academy of Sciences' proposed $2,056,051 budget for FY 2000-01 is $8,604 or 0.42 percent more than the original FY 1999-2000 budget of $2,047,447. The net increase from the revised FY 1999-2000 budget is $8,604 or 0.42 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Academy of Sciences	$ 1,947,447	$ 1,947,447	$ 1,956,051	$ 8,604
Total Operating Expenditures	$ 1,947,447	$ 1,947,447	$ 1,956,051	$ 8,604
Capital Improvements & Fac. Maint.	100,000	100,000	100,000	-
Total Expenditures	$ 2,047,447	$ 2,047,447	$ 2,056,051	$ 8,604

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 8.76 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Academy of Sciences	8.76	8.76	8.76	-
Total	8.76	8.76	8.76	-

Department: SCI ACADEMY OF SCIENCES (continued)

DEPARTMENT REVENUES

General Fund support has increased by $8,604 or 0.4 percent, from $2,047,447 in FY 1999-00 to $2,056,051 in FY 2000-01.

DESCRIPTION

The Academy of Sciences operates the Steinhart Aquarium, the Natural History Museum, and the Morrison Planetarium. The Academy of Sciences budget in FY 2000-01 is approximately $20,000,000 of which the City General Fund contributes $2,056,051 and remaining funds of approximately $18,000,000 come from private donations and admission revenues. The City funds nine positions, which include eight Stationary Engineers and one Chief Stationary Engineer, to maintain the 11 buildings occupied by the Academy of Sciences, provides operating funds for the Steinhart Aquarium, and pays the saltwater and sewer discharge charges for the Academy of Sciences.

The San Francisco voters approved General Obligation (GO) Bonds of $87,445,000 for the renovation, seismic upgrades, and expansion of the Academy of Sciences on March 7, 2000. According to the Mayor's Office of Public Finance, the City plans to issue the first series of the Academy of Sciences GO Bonds in the Fall of 2000. The Academy of Sciences plans to fully provide its programs during FY 2000-01. The Academy will begin the planning and design of the renovation project but construction is not scheduled to begin in FY 2000-01.

The proposed FY 2000-01 budget includes (a) an increase of $21,743 for salary and mandatory fringe benefit costs due to MOU-related increases, (b) an increase of $34,664 for funding for the Steinhart Aquarium, and (c) a decrease of $47,803, primarily due to decreased saltwater and sewer discharge charges.

RECOMMENDATIONS

None.

DEPARTMENT: USD COUNTY EDUCATION OFFICE

FINANCIAL DATA:

The County Education Office's proposed $2,628,404 budget for FY 2000-01 is $907,089 or 52.70 percent more than the original FY 1999-2000 budget of $1,721,315. The net increase from the revised FY 1999-2000 budget is $250,089 or 10.52 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Administration	$ 65,315	$ 65,315	$ 65,404	$ 89
Children's Baseline Music Program	600,000	600,000	600,000	-
Elementary Arts Education Program	-	657,000	907,000	907,000
San Francisco Unified School District Sports Program	1,056,000	1,056,000	1,056,000	0
Total Expenditures	$ 1,721,315	$ 2,378,315	$ 2,628,404	$ 907,089
Less Work Order Recoveries	(15,000)	(15,000)	(15,000)	-
Net Expenditures	$ 1,706,315	$ 2,363,315	$ 2,613,404	$ 907,089

Department: USD COUNTY EDUCATION OFFICE (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1.00 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Country Education Services	1.00	1.00	1.00	-
Total	1.00	1.00	1.00	-

DEPARTMENT REVENUES

The County Education Office's projected General Fund revenue for FY 2000-01 totals $2,613,404. General Fund support has increased by $907,089 or 53.2 percent from the original budget for FY 1999-00 of $1,706,315, and $250,089 or 10.6 percent from the revised budget for FY 1999-00 of $2,363,315.

DESCRIPTION

The County Education Office, which is primarily supported by State monies, provides athletic, arts, and cultural programs to high school and middle school students that contributes to their physical, social, and emotional development.

In accordance with the City Charter and the State Education Code, the City and County government is required to compensate members of the Board of Education, pay a portion of the County Superintendents' salary, and pay certain fixed charges. Accordingly, this budget includes funds for the following items:

$42,000 for the seven members of the Board of Education ($500 per member per month);
$22,279 of the Superintendent's salary and fringe benefit costs; and
$1,125 for materials and supplies, to provide for the expenses of the Superintendent of Schools.

Such costs, totaling $65,404 for FY 2000-01, are $89 more than the budgeted amount of $65,315 in FY 1999-00.

Department: USD COUNTY EDUCATION OFFICE (continued)

The proposed FY 2000-01 budget contains $600,000 for the Children's Baseline Music program, and $1,056,000 for the San Francisco Unified School District (SFUSD) Sports program, which is unchanged from the FY 1999-00 budget.

The proposed FY 2000-01 budget also includes $907,000 in increased funding for the Elementary Arts Education Program. In October of 1999, the Board of Supervisors approved a supplemental appropriation of $657,000 to provide one-time funding for the San Francisco Unified School District (SFUSD) Elementary Arts Education Program for FY 1999-00 (File 99-1723). According to SFUSD, in FY 1997-98 and FY 1998-99, the District was able to find one-time revenues to support the program, but in FY 1999-00 was not able to identify such revenues. The County Education Office is now proposing the continuation of the one-time appropriation of $657,000, plus an additional $250,000, totaling $907,000, to expand the Elementary Arts Education Program.

COMMENT

The Budget Analyst considers approval of $907,000 for the Elementary Arts Education Program to be a policy matter for the Board of Supervisors.

Department: County Education Office

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2499	035	Other Current Expenses				$ 907,000	$907,000*	

* The Budget Analyst considers approval of City General Fund monies of $907,000 for the Elementary Arts Education Program to be a policy matter for the Board of Supervisors. In FY 1999-00 the Board of Supervisors approved one-time only funds of $657,000 for the Elementary Arts Education Program The requested amount of $907,000 would continue $657,00 in funding, plus $250,000 in increased funding for the expansion of the program. It should be noted that the City is already contributing $1,656,000 to the County Education Office, including $600,000 for the SFUSD Music Program and $1,056,000 for the SFUSD Sports Program.

DEPARTMENT: WAR WAR MEMORIAL

FINANCIAL DATA:

The War Memorial's proposed $10,757,126 budget for FY 2000-01 is $561,065 or 5.50 percent more than the original FY 1999-2000 budget of $10,196,061. The net increase from the revised FY 1999-2000 budget is $364,959 or 3.51 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Operation & Maintenance	$ 8,875,061	$ 9,071,167	$ 10,757,126	$ 1,882,065
Total Operating Expenditures	$ 8,875,061	$ 9,071,167	$ 10,757,126	$ 1,882,065
Capital Improvements & Fac. Maint.	1,321,000	1,321,000	-	(1,321,000)
Total Expenditures	$ 10,196,061	$ 10,392,167	$ 10,757,126	$ 561,065
Less Work Order Recoveries	(487,500)	(487,500)	(487,506)	(6)
Net Expenditures	$ 9,708,561	$ 9,904,667	$ 10,269,620	$ 561,059

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 94.59 FTEs, which is 0.32 FTEs more than the 94.27 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Operation & Maintenance	94.27	94.27	94.59	0.32
Total	94.27	94.27	94.59	0.32

Department: WAR WAR MEMORIAL (continued)

DEPARTMENT REVENUES

Department revenues appear to have decreased by $759,941, or approximately 6.9 percent, because of the omission of technical adjustments to the War Memorial's budget. Actually, overall revenues for the War Memorial are increasing, primarily as a result of a $521,957 increase from Hotel Taxes allocated to the War Memorial. The remaining increases are from rental of the Opera House, which is projected to increase by $23,672, rental of Herbst Theater, which is projected to increase by $8,885 and various smaller amounts of rental revenue increases.

DESCRIPTION

Although the proposed budget does not include any funds for Facilities Maintenance and Capital Improvements for the War Memorial, a technical adjustment adding $1,560,500 for such Facilities Maintenance and Capital Improvements will be made, which is an increase of $239,500 over the current Fiscal Year. Such Facilities Maintenance funds will be used primarily for Fire Alarm and HVAC Upgrades, Long-term Seismic Planning and routine facilities maintenance, such as painting and re-carpeting. The increased cost of these Facilities Maintenance and Capital Improvements will be covered by decreasing the amount of Unappropriated Revenue-Unreserved by the corresponding amount of $1,560,500.

Other major increases in the proposed budget for War Memorial include $89,700 more for Equipment Purchases and $215,944 for Services of Other Departments, which is primarily due to an increase of $254,798 for Workers Compensation. The increase of 0.32 in position count is primarily due to the transfer of the currently shared (70% and 30%) 1270 Departmental Personnel Officer position between the War Memorial and the Fine Arts Museum to be a full-time position solely responsible for the War Memorial.

COMMENT

The Mayor's budget provides an increase of $561,065. Our recommended reductions, which total $45,985, would still allow an increase of $515,080 or 5.1% in the Department's budget.

Department: WAR - War Memorial

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
CED		Operations & Maintenance						
2506	001	Permanent Salaries - Misc				$4,445,655	$4,420,003	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
2510		Special Assistant X	1369	1.00	0.00	65,160	0	$65,160
		Senior Management Assistant	1844	0.00	1.00	0	61,958	(61,958)
		Reduce to reflect substitution for a lower classification that was approved by the Department of Human Resources.						
2511	9996M	Estimated Project Funding - Misc				0	(22,450)	22,450
		Reinstate sharing of 70% for the War Memorial and 30% for the Fine Arts Museum of one full-time 1270 Departmental Personnel Officer included in the War Memorial's FY 1999-00 budget. The Estimated Project Funding - Misc. represents the Fine Arts Museum's share of the cost for this position. The Budget Analyst does not recommend creation of a new 0.5 FTE Departmental Personnel Officer for the Fine Arts Museum due to the closure of the de Young Museum, staff attrition, and the possibility of reassignment of existing staff in FY 2001-02. This reduction would therefore continue the existing 0.7 FTE position, rather than the proposed 1.0 FTE, for the War Memorial.						

Department: WAR - War Memorial

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
2506	013	Mandatory Fringe Benefits				$1,211,727	$1,210,894	$833
		Corresponds to the reduction in Permanent Salaries - Misc.						
2506	040	Materials & Supplies				265,185	260,185	5,000
		Reduce to reflect actual expenditure rates for the current year, adjusted by a cost of living factor						
2506	060	Equipment Purchase				103,700	89,200	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
2512		32" Automatic Floor Scrubber	WM003	1.00	0.00	9,200	0	9,200
		Delete the larger of the two new Floor Scrubbers proposed for the Department.						
2512		Automated External Defibrillators	WM005	2.00	1.00	10,600	5,300	5,300
		Delete one of the two requested new defibrillators.						
		Total Recommended Reductions						$45,985

DEPARTMENT: AIR AIRPORT COMMISSION

FINANCIAL DATA:

The Airport Commission's proposed $496,611,435 budget for FY 2000-01 is $44,650,417 or 9.88 percent more than the original FY 1999-00 budget of $451,961,018. The net increase from the revised FY 1999-00 budget is $44,155,916 or 9.76 percent.

SUMMARY OF PROGRAM EXPENDITURES:

rogram Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
dministration and Business	$295,692,526	$295,692,526	$328,942,521	$33,249,995
afety and Security	63,310,828	63,767,136	64,780,127	1,469,299
acilities Maintenance, Construction	83,528,410	83,566,603	93,329,655	9,801,245
otal Operating Expenditures	$442,531,764	$443,026,265	$487,052,303	$44,520,539
apital Projects	9,429,254	9,429,254	9,559,132	129,878
otal Expenditures	$451,961,018	$452,455,519	$496,611,435	$44,650,417

Department: AIR - Airport Commission (continued)

Of the $44,650,417 increase in the Airport's budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Debt Service	$171,928,524	$190,860,704	$18,932,180
Permanent Salaries - Misc	78,470,779	89,942,602	11,471,823
Buildings, Structures (Capital)	-	4,459,132	4,459,132
Revenue Transfer to General Fund	24,000,000	28,327,877	4,327,877
Mandatory Fringe Benefits	19,877,758	23,659,623	3,781,865
Service of Other Departments	37,106,278	40,872,518	3,766,240
Other Current Expenses	40,957,216	44,182,647	3,225,431
Utilities	2,571,250	4,013,050	1,441,800
Building & Construction Supplies	2,664,845	3,799,935	1,135,090
Equipment Purchase	3,635,950	1,720,900	(1,915,050)
Budget Reduction - Not Detailed	-	(2,000,000)	(2,000,000)
Facilities Maintenance Project	9,429,254	5,100,000	(4,329,254)
Subtotal	$390,641,854	$434,938,988	$44,297,134
Other Changes	61,319,164	61,672,447	353,283
Total	$451,961,018	$496,611,435	$44,650,417

As shown in the expenditure table above, the increases in Debt Service ($18,932,180), Permanent Salaries – Misc. ($11,471,823), and Mandatory Fringe Benefits ($3,781,865), which total $34,185,868, account for 76.56 percent of the Airport's expenditure increase. Further, Debt Service, budgeted in the amount of $190,860,704, constitutes almost 40 percent (38.43%) of the Airport's total budget, including capital improvements, of $496,611,435.

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,700.85 FTEs, which is 183.69 FTEs more than the 1,517.16 FTEs in the original FY 1999-00 budget. Included in its FTE count of 1,700.85, the Airport is requesting a total of 237 (171.0 FTE) new operating budget positions, as detailed in Attachment I to this report. On an annualized basis, the cost of salaries ($12,761,094) and mandatory fringe benefits ($3,317,884) for the new 237 positions would be a total of $16,131,263.

Department: AIR - Airport Commission (continued)

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Increase (Decrease) From 1999-00 Original Budget	New Positions included in FTE Count
Administration, Business	353.10	353.10	398.29	45.19	46
Safety and Security	234.63	234.63	247.43	12.80	28
Facilities Maintenance, Construction	929.43	929.43	1,055.13	125.70	163
Totals	1,517.16	1,517.16	1,700.85	183.69	237

According to the Airport, of the 237 (171.0 FTE) new positions shown in Attachment I, 188 positions are for the new International Terminal, which is scheduled to open on September 26, 2000. These 188 new positions include 62 custodians, 76 craft positions, 8 engineer/architect/inspector positions, 9 storekeeper positions, 21 administrative and clerical positions, 6 AirTrain (Airport Transport Rail System) positions, one training officer, two property specialists, and three Aviation Library staff.

The other 49 new positions not related to the new International Terminal are being requested are to support new and current programs. These positions include:

Number of Positions	Function
11	Develop and enhance Airport-wide information technology and telecommunications systems. These new systems include the SFO-Wide Area Network, the Museum database, the Police communications system, facilities planning, the computer-aided design system, Lotus notes database applications, and the telecommunication network.
2	Create a claims investigation unit for legal services.
15	Enhance business and financial performance.
7	Assist with facilities upgrades (includes engineers, surveyors, staff to ensure Americans with Disabilities Act (ADA) compliance).
2	Enhance Airport safety program.
1	Provide clerical support for the Operations program.
3	Handle increased responsibilities and reporting requirements for the Aircraft Noise Abatement Program.
8	Comply with Federal Aviation Administration (FAA) airfield regulations.
49	**TOTAL**

We are recommending approval of 209 (152.75 FTE) of the 237 annualized new positions (171.0 FTE) requested, including 185 positions (on an annual basis) related to the new International Terminal.

Department: AIR - Airport Commission (continued)

We are recommending disapproval of 28 (21.0 FTE) of the 237 (171 FTE) requested new positions, including three (2.25 FTE) related to the new International Terminal.

DEPARTMENT REVENUES

Department revenue for the Airport is $632,313,126 for FY 2000-01, which is $46,752,362 or 7.98 percent more than the department revenue of $585,560,764 in the FY 1999-00 budget.

DESCRIPTION

1. The Airport has budgeted a revenue transfer of $28,327,877 to the City's General Fund from the Airport's concession revenues for FY 2000-01, which is $4,327,877, or 18 percent, more than the net amount of $24.0 million transferred in FY 1999-00. In FY 1998-99, the City made its final loan repayment to the Airport related to the Airport's FY 1992-93 $25 million advance to the General Fund.

2. According to the Airport, the new International Terminal is scheduled to begin operations on September 26, 2000, or approximately four months later than the originally estimated date of May 21, 2000. The Airport reports that the new International Terminal is more than 93 percent complete. The Airport also reports that the two boarding areas of the new International Terminal are both more than 98 percent complete. Special teams are testing operating systems throughout the terminals, from baggage systems to the new electronic ticket counters. Spaces for the future retail and restaurant tenants are being designed and built. Outside of the main buildings of the new International Terminal there will continue to be construction activity on the AirTrain/Bart station, which the Airport advises is 63 percent complete. Inbound and outbound traffic ramps are 84 percent complete, and the elevated circulation roads are 85 percent complete. According to the Airport, work also continues on the North and South Terminal Parking Garages, which are 69 percent and 91 percent complete, respectively, according to the Airport.

COMMENTS

1. The Airport reports that as of June 26, 2000, the Department has an estimated, unadjusted, unappropriated fund balance of $50,256,221. According to the Airport, the reported amount does not include several revenues and expenditures since the Airport has not yet received gross revenue and aircraft landing reports from its various concessionaires and airline tenants, nor has the Airport received all invoices from its various suppliers or work order billings from other City departments.

2. The Budget Analyst has reviewed the status of the Airport's previously appropriated funds. Attachment II to this report shows that the Airport's current balance for the SFIA Operating Fund: Non-Project Controlled is $99,532,222, and that the current balance for the Airport's Operating Fund: Annual Projects is $50,712,141, for a total of $150,244,363 in appropriated but unexpended and unencumbered funds. Although the SFIA Operating Fund: Non-Project Controlled current

Department: **AIR - Airport Commission (continued)**

balance of $99,532,222 will be reduced significantly by expenditures for debt service in FY 1999-2000, the SFIA Operating Fund is projected to close out the FY 1999-00 fiscal year with a significant balance, including $18,711,152 in salaries and mandatory fringe benefits, according the Controller's "Monthly Salary and Fringe Benefit Projection Report."

3. With respect to the Airport's Operating Fund: Annual Projects, the current balance of $50,712,141 is largely the result of carrying forward the balances in the previously appropriated Annual Projects continually, year after year, although such carry-forwards for "Annual" Projects are normally reserved for exceptional cases, or appropriated for "Continuing Projects." As shown in Attachment II, the current balances for some of the Annual Projects, such as for the Airport Concession Program (PACA14), the Children's Museum (PACA21), and the Airport Systems Project (PACA46) far exceed and in fact are multiples of the Airport's FY 2000-01 budget request for the annual projects. Therefore, we recommend that the Board of Supervisors request that the Controller close out the Airport's Annual Projects each year unless the Controller is provided valid justification to carry balances forward.

4. The Mayor's budget provides an increase of $44,650,417 or 9.88 percent. Our recommended reductions, which total $9,435,058, would still allow an increase of $35,215,359 or 7.79 percent in the Department's budget.

Department: AIR - Airport Commission (continued)

ATTACHMENT I
New Positions

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: ADMINISTRATION, BUSINESS (BGF)					
FUND: SFIA OPERATING NON PROJECT CONTROLLED Fire Department					
1021	Administrator I	0.75	1	$46,930	$46,930
1022	Administrator II	1.50	2	57,044	114,088
1023	Administrator III	0.75	1	69,316	69,316
1043	Engineer-Senior	3.00	4	84,656	338,624
1044	Engineer-Principal	1.50	2	91,078	182,156
1052	Business Analyst	0.75	1	61,360	61,360
1053	Business Analyst-Senior	1.50	2	71,032	142,064
1373	Special Assistant XIV	0.75	1	83,876	83,876
1374	Special Assistant XV	0.75	1	90,220	90,220
1408	Principal Clerk	0.75	1	49,764	49,764
1424	Clerk Typist	0.75	1	37,882	37,882
1446	Secretary II	2.25	3	45,656	136,968
1632	Senior Account Clerk	0.75	1	42,432	42,432
1652	Senior Accountant	0.75	1	51,220	51,220
1684	Associate Auditor	1.50	2	65,364	130,728
1802	Research Assistant	0.75	1	48,542	48,542
1823	Senior Administrative Analyst	0.75	1	67,002	67,002
1824	Principal Administrative Analyst	0.75	1	78,312	78,312
1844	Senior Management Assistant	0.75	1	61,958	61,958
9206	Airport Property Specialist I	1.50	2	69,810	139,620
9255	Airport Economic Planner	1.50	2	83,018	166,036
9920	Public Service Aide-Asst. to Professional	1.25	2	26,104	52,208
	SUBTOTAL	25.25	34		$2,191,306

Department: AIR - Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PACA04 Exhibitions, Museums & Cultural Exchange					
1042	Engineer-Journey	0.75	1	76,440	76,440
	SUBTOTAL	**0.75**	**1**		**$76,440**
PACA08 Legal Services					
8151	Claims Investigator	0.75	1	69,654	69,654
8152	Senior Claims Investigator	0.75	1	76,778	76,778
	SUBTOTAL	**1.50**	**2**		**$146,432**
PACA19 Aviation Museum					
1840	Junior Management Asst.	0.75	1	47,606	47,606
3610	Library Assistant	2.00	2	41,496	82,992
	SUBTOTAL	**2.75**	**3**		**$130,598**
PACA37 Administration					
1376	Special Assistant XVII	1.5	2	104,442	208,884
1377	Special Assistant XVIII	0.75	1	112,398	112,398
1450	Executive Secretary 1	0.75	3	49,764	149,292
	SUBTOTAL	**3.00**	**6**		**$470,574**
PACA47 Runway 2020 (Project Funded-Not Included in Totals)					
AC27	Director of Airport Runways	0.75	1	157,742	157,742
9258	Airport Asst. Dep. Director, Bus & Finance	1.50	2	95,914	191,828
	SUBTOTAL	**2.25**	**3**		**$349,570**
	TOTAL ADMIN (BGF)	**33.25**	**46.00**		**$3,015,350**

Department: AIR - Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: SAFETY & SECURITY (BGG)					
1424	Clerk Typist	1.50	2	$37,882	$75,764
1840	Junior Management Asst.	1.00	2	47,606	95,212
5290	Transit Planner IV	0.50	1	79,872	79,872
9204	Airport Communications Supervisor	0.75	1	60,164	60,164
9212	Airfield Safety Officer	3.75	5	58,422	292,110
	SUBTOTAL	7.50	11		$603,122
PACA05	NOISE MONITORING PROGRAM				
1003	Operator-Senior	1.50	2	46,228	92,456
1374	Special Assistant XV	0.75	1	90,220	90,220
1446	Secretary II	0.75	1	45,656	45,656
5267	Asst. Airport Noise Abatement Officer	0.75	1	74,932	74,932
	SUBTOTAL	3.75	5		$303,264
PACA06	PARKING GARAGE MANAGEMENT				
5281	Planner III, Administrative	0.50	1	67,314	67,314
	SUBTOTAL	0.50	1		$67,314
PACA46	AIRPORT SYSTEMS				
1370	Special Assistant XI	0.75	1	67,964	67,964
1840	Junior Management Assistant	0.50	1	47,606	47,606
1842	Management Assistant	0.75	1	54,054	54,054
	SUBTOTAL	2.00	3		$169,624
PACA50	AIRPORT TRAIN OPERATION				
1371	Special Assistant XII	1.25	5	73,138	365,690
1450	Executive Secretary I	0.25	1	49,764	49,764
5240	Electrical Engineer	0.25	1	82,628	82,628
5506	Project Manager III	0.25	1	105,326	105,326
	SUBTOTAL	2.00	8		$603,408
	TOTAL SAFETY (BGG)	15.75	28		$1,746,732

Department: AIR - Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: FACILITIES, MAINTENANCE & CONSTRUCTION (BGH)					
SFIA-Operating Non Proj Controlled Fire Department					
1426	Senior Clerk typist	0.75	1	41,496	41,496
1920	Inventory Clerk	2.25	3	36,348	109,044
1922	Senior Inventory Clerk	0.75	1	37,440	37,440
1929	Parts storekeeper	3.00	4	44,694	178,776
1934	Storekeeper	0.75	1	39,832	39,832
2618	Food Service Supervisor	1.50	2	42,588	85,176
2619	Senior Food Service	0.75	1	46,930	46,930
2706	Housekeeper	10.50	14	33,488	468,832
2708	Custodian	29.25	39	38,038	1,483,482
2716	Custodial Assistant Supervisor	1.50	2	41,782	83,564
3417	Gardener	1.50	2	43,316	86,632
5204	Assistant Civil Engineer	0.75	1	60,164	60,164
5254	Associate Mechanical Engineer	0.75	1	71,370	71,370
5302	Traffic Survey Technician	0.75	1	49,036	49,036
5312	Surveyor	0.75	1	56,168	56,168
5320	Illustrator and Art Designer	0.75	1	55,120	55,120
5346	Mechanical Engineer Associate I	0.75	1	52,988	52,988
6235	Heat and Ventilation Inspector	0.75	1	71,864	71,864
6242	Plumbing Inspector	0.75	1	71,864	71,864
6248	Electrical Inspector	0.75	1	71,864	71,864
7220	Asphalt Finisher Supervisor I	0.75	1	60,034	60,034
7226	Carpenter Supervisor I	0.75	1	71,552	71,552
7238	Electrician Supervisor I	0.75	1	69,472	69,472
7287	Supervising Electronic	0.75	1	82,862	82,862
7313	Automotive Machinist	0.75	1	53,040	53,040
7318	Electronic Maintenance Technician	0.75	1	71,552	71,552
7328	Operating Engineer, Universal	0.75	1	62,426	62,426
7333	Apprentice Stationary Engineer	4.50	6	50,596	303,576
7334	Stationary Engineer	12.50	17	53,248	905,216
7335	Senior Stationary Engineer	1.50	2	60,138	120,276
7342	Locksmith	1.50	2	57,980	115,960

Department: AIR - Airport Commission (continued)

CLASS	TITLE	NUMBER OF POSITIONS	NUMBER OF ANNUALIZED POSITIONS	MAX ANNUAL SALARY	TOTAL SALARIES
7344	Carpenter	3.75	5	57,980	289,900
7346	Painter	3.75	5	52,598	262,990
7347	Plumber	3.00	4	66,846	267,384
7348	Steamfitter	2.25	3	66,846	200,538
7349	Steamfitter Assistant	0.75	1	73,710	73,710
7355	Truck Driver	3.75	5	53,456	267,280
7372	Stationary Engineer, Sewage Plant	1.50	2	58,682	117,364
7376	Sheet Metal Worker	3.00	4	67,132	268,528
7381	Automotive Mechanic	0.75	1	52,234	52,234
7392	Window Cleaner	3.00	4	51,220	204,880
7404	Asphalt Finisher	1.50	2	44,148	88,296
7410	Automotive Service Worker	0.75	1	41,990	41,990
7457	Traffic and Street Sign Maint Worker	1.50	2	44,044	88,088
7502	Asphalt Worker	0.75	1	42,692	42,692
7514	General Laborer	1.50	2	41,886	83,772
9345	Sheet Metal Supervisor	1.50	2	74,022	148,044
	SUBTOTAL	**117.50**	**157**		**$7,635,298**
PACA12	**ENVIRONMENTAL CONTROL PROGRAM**				
6130	Safety Analyst	0.75	1	78,702	78,702
8139	Industrial Injury Investigator	0.75	1	51,740	51,740
	SUBTOTAL	**1.50**	**2**		**$130,442**
PACA22	**BUREAU OF PLANNING**				
1446	Secretary II	0.75	1	45,656	45,656
5289	Transit Planner III	0.75	1	67,314	67,314
5298	Planner III Environmental Review	0.75	1	67,314	67,314
5364	Civil Engineering Assoc. I	0.75	1	52,988	52,988
	SUBTOTAL	**3.00**	**4**		**$233,272**
	TOTAL FACILITIES BGF	**122**	**163**		**$7,999,012**
	TOTAL AIRPORT	**171.0**	**237**		**$12,761,094**

Attachment II
Airport Budget Balances Report

Operating Program	FY 1998-99 Actuals	Original Budget	FY 1999-00 Expended & Encumbered	FY 1999-00 Current Balance *	Budget Request	FY 2000-01 Balance Plus 2000-01 Budget
SFIA Operating:Non-Project Controlled	$242,251,425	$349,723,931	$298,498,959	$99,532,222	$396,459,191	$495,991,413
Annual Projects: Business & Administration						
PACA04 Exhibitions, Museums & Cultural Exchange	$1,697,509	$2,326,794	$1,733,520	$765,589	$2,218,247	$2,983,836
PACA07 Personnel Services	2,336,923	3,484,795	4,780,847	1,434,987	3,124,831	4,559,818
PACA08 Legal Services	4,740,060	6,769,537	4,810,828	2,704,202	7,211,075	9,915,277
PACA09 Risk Management	1,779,411	3,337,200	2,594,502	5,207,489	2,756,960	7,964,449
PACA11 Market Analysis & Development	3,467,023	3,726,722	3,928,194	746,587	2,314,306	3,060,893
PACA14 Airport Concession Program	11,163	292,642	51,850	2,021,588	295,680	2,317,268
PACA15 Governmental Affairs	823,743	954,084	981,347	1,079,385	1,035,653	2,115,038
PACA19 Aviation Museum	567,104	1,249,853	508,536	1,915,421	1,311,069	3,226,490
PACA21 Children's Museum	119,223	572,655	222,607	1,336,642	555,859	1,892,501
PACA23 Airport Business Outreach	198,186	847,961	1,455,071	29,679	913,291	942,970
PACA 36 Medical Clinic	3,154,566	3,245,993	3,091,776	241,969	3,201,864	3,443,833
PACA 37 Administration	2,446,081	3,503,429	3,525,761	1,574,097	3,262,186	4,836,283
PACA40 Bureau of Employment	253,208	1,280,532	806,151	1,313,927	1,273,251	2,587,178
PACA41 International Aviation Development	314,737	463,981	572,958	(2,000)	1,355,807	1,353,807
PACA45 International Services	21,214	331,372	531,353	5,977	350,795	356,772
PACA47 Runway 2020	-	2,412,318	606,278	1,806,039	753,393	2,559,432
SubTotal: Bus. & Admin. Annual Projects	$21,930,151	$34,799,868	$30,201,579	$22,181,578	$31,934,267	$54,115,845
Annual Projects: Safety & Security						
PACA01 Airport Security	$238,372	$529,683	$290,859	$1,775,398	$429,683	$2,205,081
PACA05 Noise Monitoring Program	3,232,990	4,240,127	4,626,112	4,052,535	3,165,203	$7,217,738
PACA06 Parking Garage Management	13,725,014	21,670,509	21,332,911	1,792,245	21,846,121	$23,638,366
PACA10 Ground Transportation	914,051	3,796,191	5,292,403	3,998,939	8,659,149	$12,658,088
PACA13 Airport Transit Information Booth	1,381,131	1,619,500	2,584,220	562,030	2,510,000	$3,072,030
PACA20 Transportation System Management	1,148,657	8,049,455	7,687,358	3,005,962	7,789,455	$10,795,417
PACA35 Security Checkpoint Project	202,504		1,506,485	354,018		$354,018
PACA38 Airport-SFPD Cost	988,086	1,852,116	1,867,214	420,224	1,368,136	$1,788,360
PACA46 Airport Systems	-	4,895,833	387,713	4,437,121	1,859,997	$6,297,118
PACA50 Airport Train Operation	-	-	-	-	238,968	$238,968
SubTotal: Safety & Security Annual Projects	$21,830,805	$46,653,414	$45,575,275	$20,398,472	$47,866,712	$68,265,184
* In Excess of Expenditures and Encumbrances						$0

Attachment II
Airport Budget Balances Report

Operating Program	FY 1998-99 Actuals	Original Budget	FY 1999-00 Expended & Encumbered	FY 1999-00 Current Balance *	Budget Request	FY 2000-01 Balance Plus 2000-01 Budget
Annual Projects: Facilities Maintenance, Construction						
PACA02 Technical Services	$1,435,622	$1,140,974	$1,082,430	($148,849)	1,137,696	$988,847
PACA03 Bureau of Design & Construction	1,017,077	1,518,311	2,729,504	1,127,571	1,266,472	$2,394,043
PACA12 Environmental Control Program	943,757	1,265,807	1,324,130	110,202	1,560,329	$1,670,531
PACA16 Geographic Information System	350,001	889,752	678,769	313,039	1,030,172	$1,343,211
PACA22 Bureau of Planning Environmental Affairs	4,019,056	4,075,387	1,835,266	4,728,681	3,533,144	$8,261,825
PACA24 Concession Space Management	-	51,500	-	164,672	51,500	$216,172
PACA42 Master Contingency Fund	14,000	2,412,820	1,069,894	1,836,775	2,212,820	$4,049,595
ZACZZZ SFO Earthquake Disaster Assistance	4,600,000				-	$0
Miscellaneous Closed Out Projects	1,028,986	-	-	-	-	-
SubTotal: Facilities Maint., Constr. Annual Projects	$13,408,499	$11,354,551	$8,719,993	$8,132,091	$10,792,133	$18,924,224
Airport Operating Annual Project Totals	$57,169,455	$92,807,833	$84,496,847	$50,712,141	$90,593,112	$141,305,253
Airport Operating Totals	$299,420,880	$442,531,764	$382,995,806	$150,244,363	$487,052,303	$637,296,666
Facilities Maintenance Projects	$11,390,053	$9,429,254			$9,559,132	
Airport Budget Totals	$310,810,933	$451,961,018			$496,611,435	

* In Excess of Expenditures and Encumbrances

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Administration, Business (BGF)								
54	001	Permanent Salaries - Misc.				$ 15,923,144	$ 15,229,156	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
29	001	Special Assistant XIV	1373N	0.75	0.00	64,564	0	64,564
29	001	Special Assistant XV	1374N	0.75	0.00	69,447	0	69,447
29	001	Special Assistant XVII	1376N	0.75	0.00	80,395	0	80,395
29	001	Principal Clerk	1408N	0.75	0.00	37,467	0	37,467
30	001	Secretary II	1446N	2.25	0.75	103,122	34,374	68,748
30	001	Executive Secretary I	1450N	1.50	0.75	74,934	37,467	37,467
31	001	Associate Auditor	1684N	1.50	0.75	101,119	50,560	50,559
31	001	Research Assistant	1802N	0.75	0.00	36,547	0	36,547
32	001	Senior Admin. Analyst	1823N	0.75	0.00	51,827	0	51,827
32	001	Principal Admin.	1824N	0.75	0.00	60,575	0	60,575
32	001	Senior Mgmt. Asst.	1844N	0.75	0.00	46,647	0	46,647
33	001	Airport Property Spec.	9206N	1.50	0.75	107,998	53,999	53,999
		To eliminate 13 new administrative position requests (9.75 FTE) not sufficiently justified. The Airport has multiple existing positions authorized in each classification listed, with the exception of the Associate Auditor, which the current authorization is for one.						
27	001	Engineer-Journey	1042S	(2.00)	0.00	(157,672)	0	(157,672)
27	001	Engineer-C335Senior	1043S	2.00	0.00	174,619	0	174,619
28	001	Senior Payroll and Personnel Clerk	1222S	(1.00)	0.00	(51,156)	0	(51,156)
28	001	Principal Payroll and Personnel Clerk	1224S	1.00	0.00	56,402	0	56,402
29	001	Special Assistant IX	1368S	(1.00)	0.00	(60,254)	0	(60,254)
33	011	Assistant to the Director, Com Affairs	9254S	1.00	0.00	66,900	0	66,900
		To deny position reclassifications not approved by the Director of Human Resources.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1032	001	Senior Administrative Analyst	1823S	1.00	0.00	$69,103	$0	$69,103
1032	001	Senior Management Assistant	1844S	(1.00)	0.00	(62,196)	0	(62,196)
		To deny position reclassifications not approved by the Director of Human Resources.						
954	013	Mandatory Fringe Benefits				4,505,567	4,325,130	180,437
		Corresponds to reduction in salaries						
954	023	Employee Field Expense				16,364	13,300	3,064
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
954	025	Entertainment & Promotion				108,500	90,000	18,500
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
954	027	Professional & Specialized Services				7,696,400	7,000,000	696,400
		To eliminate funding for outside consultant services not sufficiently explained. Our recommendation of $4 million would provide the Airport with $588,652 more than was budgeted in FY 1999-00 and $2,134,470 more than actual expenditures in FY 1998-99.						
954	028	Maintenance Svcs. - Building				287,280	250,000	37,280
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						

partment: AIR - Airport Commission

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
54	029	Maintenance Svcs. - Equipment Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				$435,544	$350,000	$85,544
54	054	Other Fixed Charges Nothing has been charged to this account in FY 1999-00, although $100,000 was budgeted.				100,000	50,000	50,000
55	060	Equipment Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				823,500	523,500	*
72	060	Data Processing Systems To reduce the Equipment budget to the minimum essential.	AC001N	0	0	823,500	523,500	300,000
hibitions, Museums, & Cultural Exchange (PACA04)								
56	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				867,884	808,756	*

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1035	001	Engineer - Journey	1042N	0.75	0 00	$59,128	$0	$59,128
		To eliminate a position request not sufficiently justified The position would have an annual salary of $76,440 at the top step. The Airport is currently authorized eight Engineer - Journey positions. We are however recommending approval of 209 new positions including 185 for the new International Airport						
957	001	Mandatory Fringe Benefits				222,640	207,267	15,373
		Corresponds to reduction in salaries.						
957	089	Budget Reduction - Not Detailed				(100,000)	(200,000)	100,000
		To reduce the budget for the Museum Program commensurate with expenditures in FY 1999-00.						
Personnel Services (PACA07)								
958	089	Budget Reduction - Not Detailed				0	(100,000)	100,000
		To reduce the $3,124,831 budget for the Personnel Services unit to $3,024,831. The increase funds services provided by the Department of Human Resources to the Airport such as classification examinations and background checks, commensurate with FY 1999-00 expenditures. A total of $3,124,831 is budgeted for FY 2000-01.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Airport Concession Program (PACA14)								
960	089	Budget Reduction - Not Detailed				$0	($50,000)	$50,000
		To reduce the $295,680 budget for the Airport Concession Program commensurate with FY 1999-00 expenditures. The Airport Concession Program is responsible for collecting rents and managing the Airport's relations with concession tenants.						
Aviation Museum (PACA19)								
961	001	Permanent Salaries - Misc.				891,589	834,919	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
039	001	Junior Management Assistant	1840N	0.75	0.00	35,842	0	35,842
039	001	Library Assistant	3610N	2.00	1.50	83,311	62,483	20,828
		To eliminate one new Junior Management Assistant position (0.75 FTE) not sufficiently justified. The Department's budget request includes a total of 40.75 FTE positions for Senior, Junior and regular Management Assistants. Also, the Department has budgeted the requested 2 new FTE Library Assistant positions for full-year funding. However, the Department did not receive approval to fill these positions during the interim period. Therefore, we recommend that each of the new positions be reduced from 1.00 FTE to 0.75 FTE, for a total of 1.50 FTEs instead of 2 FTEs.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
961	013	Mandatory Fringe Benefits Corresponds to reduction in salaries				$231,972	$217,238	$14,734
962	089	Budget Reduction - Not Detailed To reduce the $1,311,069 budget for the Aviation Museum Program, which is responsible for developing an aviation collection to be exhibited in the new International Terminal, commensurate with FY 1999-00 expenditures.				(100,000)	(200,000)	100,000
Administration (PACA37)								
963	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.				1,289,829	1,165,842	*
1041	001	Special Assistant XVIII	1377N	0.75	0.00	86,520	0	86,520
1041	001	Executive Secretary I	1450N	0.75	0.00	37,467	0	37,467
		To eliminate administrative positions not sufficiently justified. The Airport is currently authorized 10.75 FTE Special Assistant XVIII positions, the salary for each of which at the top step is $112,398. 7.75 FTE positions are currently vacant. The Airport is currently authorized 28.5 FTE Executive Secretary I positions, the salary for each of which is $49,764 at the top step. 8.55 FTE positions are currently vacant. We are however recommending approval of 209 new positions, including 185 for the new International Terminal.						

epartment: AIR - Airport Commission

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
53	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$370,857	$338.621	$32.236
54	089	Budget Reduction - Not Detailed To reduce the $3,262,186 budget for the Administration Program, which is responsible for contract monitoring services for tenant employment, wage surveys, and prevailing wage programs, commensurate with FY 1999-00 expenditures. The FY 2000-01 Administration budget includes a total of 38.15 FTE, consisting of 17.25 permanent positions, 14.9 temporary positions, and six off-budget positions.				0	(100.000)	100.000
ureau of Employment (PACA40)								
4	089	Budget Reduction - Not Detailed To reduce the $1,273,251 to $923,251 Bureau of Employment budget, which is responsible for outreach to all segments of the community to ensure access to employment opportunities at the Airport, commensurate with FY 1999-00 expenditures. The Bureau of Employment is authorized a total of 18.37 FTE positions, including 14 permanent positions. The Controller's expenditure reports show total expenditures and encumbrances of $658,416 as of the end of May. Our recommendation would still provide the airport with an increase of an estimated $200,000 or over 28 percent of FY 1999-00 expenditures.				0	(100,000)	100.000

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Safety & Security (BGG)								
968	001	Permanent Salaries - Misc.				$11,080,412	$10,956,073	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications						
1046	001	Clerk Typist	1424N	1.50	0.00	57,042	0	57,042
1046	001	Junior Management Asst.	1840N	1.00	0.00	47,790	0	47,790
		To eliminate new positions requests not sufficiently justified. The Airport is authorized a total of 51 Clerk Typists and Senior Clerk Typists, zero Junior Management Assistants (three requested in the FY 2000-01 budget), 20 Management Assistants, and three Transit Planner IV positions. We are however recommending approval of 185 new positions for the new International Terminal.						
1046	001	Senior Administrative Analyst	1823S	1.00	0.00	69,103	0	69,103
1047	001	Senior Management Assistant	1844S	(2.00)	0.00	(124,392)	0	(124,392)
1047	001	Radio Technician	7367S	(1.00)	0.00	(75,951)		(75,951)
1047	001	Senior RadioTechnician	7368S	1.00	0.00	87,931	0	87,931
1048	001	Airport Emergency Planning Coordinator	9247S	1.00	0.00	62,816	0	62,816
		To deny requested reclassifications not approved by the Director of Human Resources.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

partment: AIR - Airport Commission

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
S	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$2,770,686	$2,738,358	$32,328
S	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				36,000	28,500	7,500
S	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				126,070	110,000	16,070
S	027	Professional & Specialized Services Reduce outside consulting services to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				157,700	125,000	32,700
S	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				312,697	275,000	37,697
		se Monitoring Program (PACA05)						
	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				871,017	783,311	*

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1049	001	Special Assistant XV	1374N	0.75	0	$69,447	$0	$69,447
		To eliminate a new position request not sufficiently justified The Airport is currently authorized nineteen Special Assistant XV positions. We are however recommending approval of 209 new positions including 185 positions for the new International Terminal.						
1049	001	Principal Project Analyst	1064S	1.00	0.00	76,906	0	76,906
1049	001	Airfield Safety Officer	9212S	(1.00)	0.00	(58,647)	0	(58,647)
		To deny a requested reclassification not approved by the Director of Human Resources.						
970	013	Mandatory Fringe Benefits				216,246	193,442	22,804
		Corresponds to reduction in salaries.						
Airport Systems (PACA46)								
974	001	Permanent Salaries - Misc.				640,450	563,984	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
052	001	Special Assistant XI	1370N	0.75	0	$52,571	$0	$52,571
052	001	Junior Mgmt. Asst.	1840N	0.50	0	23,895	0	23,895
		To eliminate two new position requests not sufficiently justified. The Airport is currently authorized four Special Assistant XI positions. Although the Airport is authorized no Junior Management Assistant positions in the FY 1999-00 budget, the FY 2000-01 budget includes a request for three such positions of which we are recommending approval of none. Further, the Airport is authorized 20 Management Assistant positions. We are however recommending approval of 209 new positions including 185 new position for the International Terminal.						
74	013	Mandatory Fringe Benefits				153,047	133,166	19,881
		Corresponds to reduction in salaries.						
4	089	Budget Reduction - Not Detailed				0	(350,000)	350,000
		To reduce the budget for this project commensurate with the Department's expenditures and encumbrances, which for FY 1999-00, as of June 26, 2000, were $387,713, although the FY 1999-00 budget is $4,895,833.						
cilities Maintenance, Construction (BGH)								
7	001	Permanent Salaries - Misc.				50,573,035	46,873,990	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1055	001	Senior Clerk Typist	1426N	0.75	0.00	$31,242	$0	$31,242
1056	001	Parts StoreKeeper	1929N	3.00	1.50	134,598	67,299	67,299
1058	001	Associate Mech. Eng.	5254N	0.75	0.00	55,205	0	55,205
		To eliminate requested 3.00 FTE (4 on an annualized basis) new positions not sufficiently justified. The Airport is currently authorized 12 Senior Clerk Typist positions, two Part StoreKeeper positions, 12 Assistant Civil Engineer positions, and eight Associate Mechanical Engineer positions. We are however recommending approval of 209 new position including 185 new positions for the new International Airport.						
1057	001	Public Buildings Maint & Repairs	5102S	3.00	0.00	281,233	0	281,233
1065	001	Airport Maintenance Supervisor	9205S	(3.00)	0.00	(185,649)	0	(185,649)
1065	001	Terminal Construction Project Administrator	9261R	(1.00)	0.00	(120,083)	0	(120,083)
		To deny position reclassifications not approved by the Director of Human Resources.						
1065	001	Attrition Savings	9993M	(94.89)	(194.65)	(4,874,997)	(8,500,000)	3,625,003
		To increase Attrition Savings commensurate with expected vacancies.						
977	001	Overtime				1,051,237	400,026	*
		To reserve $651,211, which is one-third of the Airports total Overtime budget of $1,953,634, as per the direction of the Finance and Labor Committee.						

Department: AIR - Airport Commission

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
7	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$13,351,344	$11,999,592	$1,351,752
7	027	Professional & Specialized Services Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01 for such outside consulting service.				150,100	22,000	128,100
reau of Design & Construction (PACA03)								
0	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				450,804	323,276	*
57	001	Deputy Director - Business Admin To deny requested position reclassification not approved by the Director of Human Services.	9270R	1.00	0.00	127,528	0	127,528
)	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				119,668	86,511	33,157
reau of Planning/Environmental Affairs (PACA22)								
2	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				940,399	888,331	*

Department: AIR - Airport Commission

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1070	001	Transit Planner III	5289N	0.75	0	$52,068	$0	$52,068
		To eliminate a new position request not sufficiently justified. The Airport is currently authorized three such Transit Planner III positions. We are however recommending approval of 209 new positions including 185 positions for the new International Terminal.						
982	013	Mandatory Fringe Benefits				244,545	231,007	13,538
		Corresponds to reduction in salaries.						
983	089	Budget Reduction - Not Detailed				(350,000)	(600,000)	250,000
		To reduce the budget for this project commensurate with the Department's carryforward funds available.						
		Total Recommended Reductions						$9,435,058
		Total Recommended Reserves						$651,211

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-2001

DEPARTMENT: CWP CLEAN WATER

FINANCIAL DATA:

The Clean Water's proposed $167,772,362 budget for FY 2000-01 is $292,123 or 0.17 percent more than the original FY 1999-00 budget of $167,480,239. The net decrease from the revised FY 1999-00 budget is $1,695,378 or 1.00 percent.

SUMMARY OF PROGRAM EXPENDITURES:

rogram Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
ater Pollution Control Ops.	$141,164,439	$147,573,641	$145,772,262	$4,607,823
aptial Projects & Fac. Maint.	26,315,800	21,894,099	22,000,100	(4,315,700)
otal Expenditures	$167,480,239	$169,467,740	$167,772,362	$292,123
terdepartmental Recoveries	(4,775,116)	(5,524,116)	(4,837,291)	(62,175)
et Expenditures	$162,705,123	$163,943,624	$162,935,071	$229,948

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 356.3 FTEs, which is 5.67 FTEs less than the 361.97 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Water Pollution Control	361.97	361.97	356.30	(5.67)

Department: Clean Water (continued)

The 5.67 FTE decrease is due primarily to four positions being transferred to the PUC's Bureau of Management Information Systems (BMIS) and a decrease of 1.87 FTE in Temporary Salaries.

DEPARTMENT REVENUES

Department revenues have increased by $805,342 or 0.46 percent.

General Fund support in the amount of $202,113, which is an increase of $906 or 0.45 percent, has been budgeted by the Department to oversee the Earl P. Mills Community Center in Bayview/Hunter's Point. Program revenues from the Clean Water Program include:

Revenue Title	1999-00 Original Budget	1999-2000 Mayor's Recommended	Increase (Decrease)
Interest Earned – Pooled Cash	$4,484,000	$4,985,000	$501,000
City Property Rentals	427,000	427,000	0
Sewer Service Charge	137,457,984	140,404,884	2,946,900
General Fund Support	201,207	202,113	906
Interdepartmental Recovery	4,775,116	4,837,291	62,175
Fund Balance	20,134,932	16,916,074	(3,218,858)
Total Revenues	$167,480,239	$167,772,362	$292,123

DESCRIPTION

The Clean Water Program operates and maintains the sewerage and water pollution control system serving the City.

COMMENT

The Clean Water Program budget request includes $1,947,500 in chemical costs and approximately $250,000 in staff costs to address the problem of odors caused by sewage collection and treatment in the City. The Division Manager of the Clean Water Program reports that a total of $85 million in capital improvements would be required to mitigate the problem of sewage collection treatment odors in the Southeast portion of the City, where the problem is most acute. The Division Manager reports that no funding source has been identified for mitigating the odors in the Southeast portion of the City and that there are no plans for initiating such work in the near term.

Department: CWP - Clean Water Program

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Water Pollution Control (BAX)								
093	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$20,806,108	$20,406,108	*
111	001	Attrition Savings To increase Attrition Savings commensurate with the Department's projected vacancies.	9993M	(54.06)	(60.68)	(3,229,616)	(3,629,616)	400,000
093	011	Overtime To reserve one-third of the Department's Overtime budget in the amount of $199,357 pending a review by the Board of Supervisors.				598,073	598,073	*
093	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				5,324,262	5,220,000	104,262
093	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				149,120	100,000	49,120

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: CWP - Clean Water Program

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1094	028	Maintenance Svcs.-Bldgs. & Structures				$3,043,852	$2,693,852	$350,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01						
1094	029	Maintenance Svcs.-Equipment				1,336,900	1,286,900	50,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01.						
1094	035	Other-Current Expenses				166,100	144,000	22,100
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01.						
1094	043	Equipment Maintenance Supplies				1,421,179	1,371,179	50,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000 01.						

partment: CWP - Clean Water Program

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
94	048	Water Sewage Treatment Supplies				$3,447,889	$3,247,889	$200,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
		Total Recommended Reductions						$ 1,225,482
		Total Recommended Reserves						$199,357

DEPARTMENT: DBI DEPARTMENT OF BUILDING INSPECTION

FINANCIAL DATA:

The Department of Building Inspection's proposed $34,240,450 budget for FY 2000-01 is $5,539,358 or 19.3 percent more than the original FY 1999-00 budget of $28,701,092. The net increase from the revised FY 1999-00 budget is $5,539,358, also at 19.3 percent.

SUMMARY OF PROGRAM EXPENDITURES:

	Fiscal Year 1999-00		Fiscal Year	From 1999-00
Program Expenditures	Original	Revised	2000-01	Original Budget
Administrative Services	$4,006,686	$4,004,086	$4,629,218	$622,532
Inspection Services	13,810,345	13,812,945	14,807,517	997,172
Permit Services	9,646,381	9,646,381	12,435,348	2,788,967
Total Operating Budget	$27,463,412	$27,463,412	$31,872,083	$4,408,671
Capital Projects	1,237,680	1,237,680	2,368,367	1,130,687
Total Expenditures	$28,701,092	$28,701,092	$34,240,450	$5,539,358
Less Work Order Recoveries	(73,000)	(73,000)	(73,000)	0
Net Expenditures	$28,628,092	$28,628,092	$34,167,450	$5,539,358

Department: **Building Inspection (continued)**

Of the $5,539,358 increase in DBI's budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$15,900,271	$17,863,824	$1,963,553
Mandatory Fringe Benefits	3,633,058	4,322,096	689,038
Professional & Specialized Services	1,072,400	2,138,900	1,066,500
Rents & Leases-Buildings	173,663	386,795	213,132
Other Current Expenses	548,803	904,859	356,056
Materials & Supplies	516,442	908,899	392,457
Buildings, Structures & Improvements	1,237,680	2,368,367	1,130,687
Services of Other Departments	2,173,228	2,621,750	448,522
Total	$25,255,545	$31,515,490	$6,259,945

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 280.28 FTEs, which is 21.99 FTEs more than the 258.29 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
DBI-Adminstration Services	32.22	32.22	39.84	7.62
DBI-Inspection Services	128.99	128.99	135.89	6.90
DBI-Permit Services	97.08	97.08	104.55	7.47
Totals	258.29	258.29	280.28	21.99

Department: **Building Inspection (continued)**

Included with the net number of 21.99 additional FTEs, the Department of Building Inspection's budget contains a total of 24 new position requests (18 FTEs) for FY 2000-01. DBIs proposed new permanent positions are as follows:

Name	Classification	No. of FTE Positions	Annual Salary at Top Step	Annualized No. of Positions	Total Annual Salaries
Payroll Clerk	1220	0.75	$46,462	1.0	$46,462
Special Asst. XIII	1372	1.50	77,922	2.0	155,844
Clerk Typist	1424	2.25	37,882	3.0	113,646
Plumbing Inspector	6242	0.75	71,864	1.0	71,864
Electrical Inspector	6248	1.50	71,864	2.0	143,728
Housing Inspector	6270	1.50	73,866	2.0	147,732
Building Inspector	6331	3.75	74,724	5.0	373,620
Principal Clerk	1408	0.75	49,764	1.0	49,764
Senior Clerk Typist	1426	3.00	41,496	4.0	165,984
Civil Engineer	5208	0.75	82,628	1.0	82,628
Senior Civil Engineer	5210	0.75	95,654	1.0	95,654
Building Plans Engineer	5214	0.75	91,078	1.0	91,078
Total		18.0		24.0	$1,538,004

The Budget Analyst is recommending that of 19 the requested 24 new positions be approved and that 5 of the 24 new positions not be approved.

DEPARTMENT REVENUES

Department revenues have increased by $6,670,045, or 21.33 percent, from $31,265,772 in FY 1999-00 to $37,935,817 in FY 2000-01. The Department is completely funded through fee revenue that accrues to the Building Inspection Fund. Such fees can only be used for building inspection purposes.

Department: Building Inspection (continued)

Of the $6,670,045 increase in DBI's revenues, major changes are as follows:

Revenue Source	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Apartment License Fee	$3,150,000	$2,915,817	($234,183)
Plan Checking	5,221,968	6,434,560	1,212,592
Building Permits	10,570,537	12,414,885	1,844,348
Penalties –Building Permits	459,426	217,316	(242,110)
Plumbing Permits	1,648,412	1,973,963	325,551
Electrical Permits	2,492,895	2,758,583	265,688
Code Enforcement	800,000	418,955	(381,045)
Code Enforcement –Assessment	110,000	316,049	206,049
Total	$24,453,238	$27,450,128	$2,996,890

DESCRIPTION

1. The Board of Supervisors approved a two-year renovation project at the City-owned 1660 Mission Street facility during the FY 1998-99 budget process. The project is to construct a new 25,000 square foot office annex interconnected to the existing structure at 1660 Mission. The additional space would accommodate the needs of DBI, the Fire Department's Bureau of Fire Prevention, and the two floors occupied by the Department of City Planning. The project requires upgrading of the base life safety, security and electrical systems. According to the Department, the renovation project is scheduled to begin in October of 2000 and is scheduled to be completed by mid-2002. According to Ms. Taras Madison of DBI, the reason that the construction project, which was approved in FY 1998-99, is not scheduled to commence until October of 2000 is because of the time needed to complete pre-construction planning and approval requirements.

2. As of June 16, 2000, DBI's Building Inspection Fund contained an unappropriated fund balance of $8,232,451. According to Ms. Madison, the $8,232,451 unappropriated fund balance is the funding source for the Department's requested $2,368,367 capital project for 1660 Mission Street, contained in the FY 2000-01 budget request. Ms. Madison further reports that the unappropriated fund balance will also be used to supplement the Department's 1660 Mission Surcharge Fee Account in the amount of $587,000. DBI is lowering the surcharge fee, which is imposed on various permits, from 4.5 percent to 3.5 percent. According to Ms. Madison, changes to the 1660 Mission surcharge fee do not require the approval of the Board of Supervisors. In addition to the unappropriated fund balance of $8,232,451, the Building Inspection Fund contains an additional $2.2 million in unearned revenue that has been collected for building projects that have a duration in excess of one year. DBI reported a $1.8 million unappropriated fund balance and $5.2 million in unearned revenue at the close of FY 1998-99. Ms. Madison reports that $3 million of the $5.2 million in unearned revenue was transferred to the unappropriated fund balance during FY 1999-00.

Department: **Building Inspection (continued)**

COMMENT

The Mayor's budget provides an increase of $5,539,358 or 19.3 percent. Our recommended reductions, which total $631,360, would still allow an increase of $4,907,998 or 17.1 percent in the Department's budget.

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Administration Services (BAN)								
122	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$2,386,450	$2,275,019	*
129	001	Special Assistant XIII To eliminate a requested new position not sufficiently justified. This program received two Special Assistant positions in FY 1999-00, and currently has two existing Special Assistant XIII positions, two existing Special Assistant XV positions, and one existing Special Assistant XVI position.	1372N	0.75	0	59,981	0	59,981
129	001	Payroll Clerk To eliminate a requested new position not sufficiently justified. The Department is authorized one Senior Payroll and Personnel Clerk and was also authorized one Payroll Clerk in the FY 1998-99 budget.	1220N	0.75	0	34,981	0	34,981

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1130	001	Attrition Savings	9993M	(2.08)	(2.34)	($131,751)	($148,220)	$16,469
		To restore Attrition Savings to the FY 1999-00 level.						
1122	013	Mandatory Fringe Benefits				646,611	617,639	28,972
		Corresponds to reduction in salaries.						
1122	025	Entertainment & Promotion				36,980	36,500	480
		*The requested budget includes a total of $36,980 including $30,480 related to an International Conference of Building Officials being hosted by DBI in September of 2000, and $480 for participation in an Electrical Industry Annual Golf Tournament. These activities would be funded from DBI fee revenues and, according to the Department, would provide benefits to the City that are construction trade related. The Budget Analyst considers approval of $30,000 for the Conference to be a policy matter for the Board of Supervisors. We are recommending that the $480 for participation in the Golf Tournament not be approved.						

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Inspection Services (BIS)								
124	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$8,991,703	$8,966,739	*
132	001	Attrition Savings To restore Attrition Savings to the FY 1999-00 level.	9993M	(6.33)	(6.69)	(438,955)	(463,919)	24,964
124	013	Mandatory Fringe Benefits Correspond to reduction in salaries.				2,115,284	2,108,794	6,490
Permit Services (BPS)								
126	001	Permanent Salaries * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				6,485,671	6,266,208	*

Department: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1134	001	Senior Clerk Typist To eliminate one of four new Senior Clerk Typist positions not sufficiently justified. Permit Services is currently authorized 16 Senior Clerk Typists, and 4 Clerk Typists	1426N	3	2.25	$124,967	$93,726	$31,241
1134	001	Building Plans Engineer To eliminate one new requested position in accordance with the Department's re-evaluated priorities.	5214N	0.75	0	70,449	0	70,449
1135	001	Building Inspector To eliminate one new position not sufficiently justified. Permit Services is currently authorized 12 existing Building Inspector positions.	6331N	3	2.25	231,199	173,400	57,799
1135	001	Attrition Savings To restore Attrition Savings to FY 1999-00 level.	9993M	(8.47)	(9.42)	(534,722)	(594,696)	59,974

epartment: DBI - Department of Building Inspection

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1126	013	Mandatory Fringe Benefits				$1,560,201	$1,503,141	$57,060
		Corresponds to reduction in salaries.						
1126	027	Professional & Specialized Services				1,482,500	1,300,000	182,500
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
		Total Recommended Reductions						$ 631,360

DEPARTMENT: DPW DEPARTMENT OF PUBLIC WORKS

FINANCIAL DATA:

The Department of Public Works' proposed $126,146,077 budget for FY 2000-01 is $7,730,028 or 6.53 percent more than the original FY 1999-2000 budget of $118,416,049. The net increase from the revised FY 1999-2000 budget is $883,868 or 0.71 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Architecture	$ 3,469,424	$ 3,080,024	$ 3,464,463	$ (4,961)
Building Repair and Maintenance	27,571,003	28,201,365	29,364,726	1,793,723
City Capital Projects	-	(8,591,887)	-	-
Construction Management Services	4,177,975	6,089,975	4,271,066	93,091
DPW General Administration	11,876,915	10,696,744	12,148,322	271,407
DPW Interdept. Work Order Program	-	3,625,757	-	-
Engineering	5,923,351	5,907,652	5,951,024	27,673
Mapping	-	747,341	-	-
Moscone Expansion Project	-	(381,407)	-	-
Street and Sewer Repair	20,478,437	20,493,438	18,147,176	(2,331,261)
Street Environmental Services	30,584,378	30,619,379	36,706,411	6,122,033
Street Use Management	8,227,266	8,469,170	10,458,627	2,231,361
Total Operating Expenditures	$ 112,308,749	$ 108,957,551	$ 120,511,815	$ 8,203,066
Capital Improvements & Fac. Maint.	6,107,300	16,304,658	5,634,262	(473,038)
Total Expenditures	$ 118,416,049	$ 125,262,209	$ 126,146,077	$ 7,730,028
Less Work Order Recoveries	(69,930,199)	(74,750,028)	(75,830,829)	(5,900,630)
Net Expenditures	$ 48,485,850	$ 50,512,181	$ 50,315,248	$ 1,829,398

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 1,071.37 FTEs, which is 67.15 FTEs more than the 1,004.22 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
Architecture	21.39	21.39	21.39	-
Building Repair and Maintenance	268.99	267.76	278.55	9.56
Construction Management Services	28.23	27.40	28.28	0.05
DPW General Administration	110.52	110.41	112.13	1.61
Engineering	43.29	42.62	41.06	(2.23)
Moscone Expansion Project	5.04	5.04	-	(5.04)
Street and Sewer Repair	132.83	132.39	134.67	1.84
Street Environmental Services	314.81	312.72	365.48	50.67
Street Use Management	79.12	78.62	89.81	10.69
Total	1,004.22	998.35	1,071.37	67.15

DEPARTMENT REVENUES

Department revenues have decreased by $1,242,377 from $35,000,304 to $33,757,927 or 3.55 percent and General Fund support has increased by $4,016,627 from $19,859,232 to $23,875,859 or 20.2 percent.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

DESCRIPTION

More specifically, personnel changes for each DPW bureau include:

- **Bureau of Architecture:** no change.

- **Bureau of Building Repair and Maintenance:** The Bureau of Building Repair and Maintenance increased its FTE count by 9.56 due to the following: (1) an increase of 0.75 FTEs pertaining to one new position, a Class 7342, Locksmith; (2) an increase of 6.75 FTEs for the continuation of 27 positions approved in the current budget; and (3) an increase of 2.06 FTEs resulting from a decrease in Attrition Savings.

- **Bureau of Construction Management Services:** The Bureau of Construction Management Services increased its FTE count by 0.05 due to the following: an increase of 0.05 FTEs resulting from a decrease in Attrition Savings.

- **Bureau of General Administration:** The Bureau of General Administration increased its FTE count by 1.61 due to the following: (1) reassignments from other DPW bureaus resulting in an increase of 2.0 FTEs; (2) an increase of 1.00 FTEs for the continuation of 4 positions approved in the current budget; and (3) a decrease of 1.39 FTEs resulting from an increase in Attrition Savings.

- **Bureau of Engineering:** The Bureau of Engineering decreased its FTE count by 2.23 due to the following: (1) a decrease of 3.0 FTEs resulting from reassignments to other DPW bureaus; (2) an increase of 0.01 FTEs resulting from a decrease in Attrition Savings; and (3) and an increase in Temporary Salaries resulting in an increase of 0.76 FTEs.

- **Moscone Expansion Project:** The Moscone Expansion Project decreased its FTE count by 5.04 due to its transfer of positions from an on-line operating budget to an off-line project budget.

- **Bureau of Street and Sewer Repair:** The Bureau of Street and Sewer Repair increased its FTE count by 1.84 due to the following: an increase of 1.84 FTEs resulting from a decrease in Attrition Savings.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

- Bureau of Street Environmental Services: The Bureau of Street Environmental Services increased its FTE count by 50.67 due to the following: (1) an increase of 52.5 FTEs pertaining to 70 new positions (68 Class 7514 General Laborers and two Class 7355 Truck Drivers); (2) a decrease of 1.0 FTE associated with position substitutions; (3) a decrease of 1.84 FTEs resulting from an increase in Attrition Savings; and (4) an increase in Temporary Salaries resulting in an increase of 1.01 FTEs.

- Bureau of Street Use Management: The Bureau of Street Use Management increased its FTE count by 10.69 due to the following: (1) an increase of 2.25 FTEs pertaining to 3 new positions (one Class 1426 Senior Clerk Typist, one Class 5206 Associate Civil Engineer and one Class 5314 Survey Party Chief); (2) in an increase of 7.00 FTEs pertaining to the reassignment from other DPW bureaus; (3) an increase of 2.0 FTEs pertaining to the continuation of 8 positions approved in the current budget; (4) an increase of 1.07 FTEs resulting from a decrease in Attrition Savings; and (5) a decrease in Temporary Salaries resulting in an decrease of 1.63 FTEs.

COMMENTS

1. The DPW Bureau of Street Environmental Services proposes to reorganize and expand its manual street cleaning operation by adding 68 General Laborers that would increase its existing staff from 98 to 166 General Laborers, an increase of 69.4 percent. The additional 68 General Laborers include 60 General Fund positions, 4 new Road Fund positions and 4 new Work Order positions. The 60 new General Fund positions would increase the current number of General Laborers in the General Fund from 23 to 83, an increase of 261 percent.

2. The 60 new General Fund positions would result in a reorganization of DPW's manual street cleaning program by expanding an eight hours per day, five-days per week operation into a 24 hours per day, seven days per week operation. In addition, DPW would reorganize its deployment of General Laborers to clean City streets and remove litter in the City's 11 districts. These 11 districts, which have been organized around the new district election boundaries, have replaced the four existing districts that were in operation for street cleaning and litter removal purposes during the last several years.

3. The added 60 General Laborers from the General Fund would supplement eight existing DPW program activities that provide for the cleaning of City streets and the removal of litter. These include: graffiti abatement, workfare crew program supervision (participation of General Assistance recipients to clean city streets), plazas and sidewalk

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

cleaning, environmental service trainee program to clean City streets, mechanical sidewalk sweeping (with "green machines"), Adopt-A-Street Program, weekend SWAP (Sheriff's Work Alternative Cleaning) program and neighborhood anti-litter team crews (cleaning of neglected littered sites on a citywide basis). The City's staff time contribution is either fully funded or partially funded from General Fund or City Gas Tax revenues.

4. For example, plazas and sidewalk cleaning and mechanical sidewalk sweeping are fully funded from the General Fund or Gas Tax revenues. In contrast, the Adopt-A-Street Program requires minimal City funded resources to coordinate private citizens and businesses to improve the cleanliness for city neighborhood streets and sidewalks. During the last year, DPW reported that the number of Adopt-A-Street participants have increased 100 percent from 380 to 760. In addition, the workfare crew program and weekend Sheriff's Work Alternative Cleaning (SWAP) program require minimal City staff resources for an operation that runs seven days per week. Whether the operation is fully or partially City funded, the objective of a cleaner City can be realized by the total number of participants involved in the City's overall litter removal efforts. Under these circumstances, the more that City administrators can involve local residents and businesses to participate in cleaner streets programs on a volunteer basis, the less the City needs to expend on programs that will accomplish the overall objective of a cleaner City.

5. As we noted above, the proposed program expansion would increase the General Fund street cleaning workforce of General Laborers by 60 positions, which represents a 261 percent increase to the current General Fund workforce. As an alternative, we are recommending that there initially be a smaller program expansion and reorganization of current street cleaning operations, pending a report back to the Board of Supervisors as to the effectiveness of the expanded program. This recommendation would provide for 30 new General Laborer positions, a reduction of 30 General Laborer positions from the proposed 60 in the FY 2000-01 Recommended Budget. This alternative would still allow for an additional 30 new positions, increasing the total number of General Fund positions from 23 to 53, a 130 percent increase. This reduction in personnel costs and the deletion of eight dump trucks, related to the recommended deleted 30 position, would provide for a savings of $1,509,195 to the General Fund. Therefore, we are recommending approval of 30 new General Laborer positions.

6. DPW has advised the Finance Committee that an expanded street cleaning and litter removal program by the New York City Sanitation Department has resulted in a much cleaner New York City (NYC). DPW's comparison of NYC's Manhattan Borough with San Francisco indicates that there are 965 full time street cleaners (FTEs) in Manhattan compared with 220 in San Francisco (1:1,566 per capita in Manhattan vs. 1:3,391 per

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

capita in San Francisco). Furthermore, there are more full time street cleaners (34 per square mile) in Manhattan than in San Francisco (4 per square mile).

7. However, the mix of publicly-funded and privately funded street cleaners between the two urban centers is quite different. New York City depends primarily on privately funded street cleaners through the establishment of 40 Business Improvement Districts (BID). In comparison, San Francisco has only one BID which is located in the Union Square area.

8. If we compare only publicly-funded street cleaners, Manhattan has 125 full time street cleaners compared with 206 full time street cleaners in San Francisco. Under these circumstances, the per capita ratio for publicly-funded street cleaners in Manhattan is one street cleaner for every 12,090 residents while in San Francisco it is one street cleaner for every 3,621 residents. San Francisco has a much lower per capita ratio of publicly-funded street cleaners than Manhattan.

9. We are also recommending that the number of new General Laborer positions to be funded by the Gas Tax Road Fund for the maintenance of the reconstructed Embarcadero Roadway be reduced by one position, from four to three positions. In addition, one of the new ¾ ton pickup trucks supporting this maintenance project should be deleted. These reductions would provide for a savings of $72,648 in Gas Tax Road Funds and the savings would be available for other projects eligible for Gas Tax Road Funds. Therefore, we are recommending approval of three General Laborer positions and one Truck Driver position.

10. In addition, we also recommend that the number of new General Laborer positions to be funded by interdepartmental work orders for landscape maintenance services through the PUC and Treasure Island be reduced by one position, from four to three positions. This reduction would provide for a savings of $40,856 from interdepartmental recoveries provided by PUC and the Treasure Island Project. We recommend approval of three General Laborer positions and one Truck Driver position.

11. We also recommend that the DPW Bureau of Street Environmental Services report back to the Board of Supervisors by April 1, 2001, on the results as to the effectiveness of the expanded street cleaning program operations as well as other new and continuing activities that involve both public and private efforts to improve the cleanliness of City streets.

12. DPW should also expand its efforts to increase the number of non-City resources to clean City streets. These efforts include the Adopt-A-Street Program, weekend SWAP (Sheriff's Work Alternative Cleaning) program and neighborhood anti-litter team crews (cleaning of neglected littered sites on a citywide basis). Such efforts would continue

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

programs that encourage local residents and businesses to remove litter from their immediate neighborhood areas.

13. DPW has also requested four other new positions which are paid for by other City departments through work order reimbursements. These include one Class 7342 Locksmith in the Bureau of Building Repair and Maintenance to reduce the backlog of requests and to keep the City's current keys confidential for the various City facilities under DPW responsibilities. The other three new positions are in the Bureau of Street Use Management, one Class 1426 Senior Clerk Typist, one Class 5206 Associate Civil Engineer and one Class 5314 Survey Party Chief, which will provide support for the Mission Bay Project. We recommend approval of these four new positions.

14. Other recommended reductions and reserves to the DPW Bureau budgets are presented on the following pages.

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

RECOMMENDATIONS

1. The Budget Analyst recommends the reduction of expenditures totaling $2,878,831 and reserves totaling $568,725 in the DPW's eight Bureaus as summarized below and as detailed on the following pages:

Bureau	Budget Analyst's Recommended Reductions	Budget Analyst's Recommended Reserves
Architecture	$122,344	$ 61,553
Building Repair and Maintenance	52,728	119,000
Construction Management Services	400,127	71,053
General Administration	102,364	5,913
Engineering	257,930	52,147
Street and Sewer Repair	205,481	55,468
Street Environmental Services	1,622,699	190.059
Street Use Management	115.158	13.532
Total	$2,878,831	$ 568,725

2. The recommendations above include General Fund expenditure reductions in the following Bureaus and programs:

Bureaus and Programs	Amount
Street Environmental Services, Street Cleaning Program	$1,509,195
Street Use Management	10.000
Total General Fund	$1,519,195

3. In addition, the recommendations above include reductions to Gas Tax funded programs which include a General Fund subsidy. These reductions are in the following Bureaus and Programs:

Street Environmental Services, Street Cleaning Program	$72,648
Street and Sewer Repair, Gas Tax	99.272
Total Gas Tax	$171,920

Department: DPW DEPARTMENT OF PUBLIC WORKS (continued)

4. The Budget Analyst also recommends that the DPW Bureau of Street Environmental Services report back to the Board of Supervisors by April 1, 2001, as to the results of the effectiveness of the expanded street cleaning program operations as well as other activities that involve both public and private efforts to improve the cleanliness of City streets.

5. The combined impact of our recommendations on the General Fund ($1,519,195) and the Gas Tax ($171,920) will reduce General Fund support by a total of $1,691,115.

6. The Mayor's budget provides an increase of $7,730,028 or 6.53%. Our recommended expenditure reductions, which total $2,878,831 , would still allow an increase of $4,851,197 or 4.10% in the Department's budget.

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Interdepartmental Services (IG AGF PWF)								
35	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$3,376,480	$3,310,716	*
79	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	0.00	(1.15)	0	(65,764)	65,764
35	011	Overtime *Reserve $38,378 or one-third of overtime funds per the direction of the Finance Committee.				115,133	115,133	*
35	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				952,701	934,156	18,545
Fleet Repair Program (2S GTF RDF)								
57	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				1,693,143	1,624,743	*

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
880	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.	9993M	(1.09)	(2.42)	($56,091)	($124,491)	$68,400
457	011	Overtime Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01. *Reserve $14,850 or one-third of overtime funds per the direction of the Finance Committee.				49,550	44,550*	5,000
457	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				591,506	567,634	23,872
457	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				125,000	123,000	2,000
Bureau Support Services (2S PWF OHF)								
458	011	Overtime *Reserve $2,240 or one-third of overtime funds per the direction of the Finance Committee.				6,613	6,613	*
458	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				132,080	117,080	15,000

Department: DPW - Department of Public Works
Bureau of Street and Sewer Repair

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
58	060	Equipment Purchase				$460,300	$453,400	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
3	060	AC Heavy Spreader	PW608R	1.00	1.00	236,000	230,400	5,600
3	060	Misc. Field Equipment	PW614R	1.00	1.00	19,300	18,000	1,300
		Reduce the number of units and prices per unit because the units and prices were not adequately justified.						
		Total Recommended Reductions						$205,481
		Total Recommended Reserves						$55,468

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Interdepartmental Services (1G AGF WOF)								
466	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classification				$10,922,278	$10,840,524	*
883	001	Attrition Savings - Misc. Increase Attrition Savings to account for vacant positions identified by the Department	9993M	0.00	(1.25)	0	(81,754)	81,754
466	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01				338,891	314,531	24,360
466	011	Overtime *Reserve $29,767 or one-third of overtime funds per the direction of the Finance Committee.				89,302	89,302	*
466	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				2,292,795	2,271,539	21,256
466	021	Travel Reflects the actual costs for the trips recommended by the Department.				10,631	9,051	1,580

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau Support Services (2S PWF OHF)								
94	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$1,970,842	$1,911,507	*
85	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.	9993M	(2.26)	(3.13)	(154,661)	(213,996)	59,335
94	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				239,951	235,451	4,500
94	011	Overtime Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01. *Reserve $2,380 or one third of overtime funds per the direction of the Finance Committee.				9,141	7,141*	2,000
44	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				467,183	453,118	14,065
45	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				55,749	52,349	3,400

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Engineering

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
495	027	Professional Services				$69,800	$69,800	*
		* Reserve $20,000 pending additional information from the Department, whether the services related to the Department's internship program will be continued in FY 2000-01.						
495	035	Other Current Expenses				981,433	978,333	3,100
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
495	040	Materials & Supplies				229,331	223,651	5,680
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
495	060	Equipment Purchase				546,136	509,236	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
916	060	Workstation Replacement Engineering for CAD	PW417R	14.00	14.00	140,000	137,900	2,100
916	060	Workstation Replacement Clerical & Admin.	PW418R	5.00	4.00	25,000	16,000	9,000
916	060	Workstation Replacement Professional	PW419R	15.00	11.00	120,000	100,000	20,000
916	060	Scanner - Document Management	PW420R	1.00	1.00	10,136	9,336	800
916	060	Radio 2-way	PW423R	10.00	10.00	20,000	19,000	1,000
916	060	Lotus Notes	PW426N	1.00	1.00	60,000	56,000	4,000
		Reduce the number of units and prices because the units and prices were not adequately justified.						
		Total Recommended Reductions						$257,930
		Total Recommended Reserves						$52,147

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Interdepartmental Services (1G AGF WOF)								
01	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$7,792,234	$7,661,271	*
86	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.	9993M	0.00	(2.00)	0	(130,963)	130,963
01	011	Overtime *Reserve $51,053 or one-third of overtime funds per the direction of the Finance Committee.				153,160	153,160	*
01	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,640,814	1,613,181	27,633
01	087	Off Budget Recovery Based on work order for construction review services budgeted by the Redevelopment Agency to be paid by the Redevelopment Agency to the DPW to inspect the contracted work for the reconstruction of 6th Street in the South of Market Redevelopment Project. These work order monies would reduce existing City expenditures that are currently budgeted for the operations of DPW's Bureau of Construction Management.				0	(207,500)	207,500

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Bureau Support Services (2S PWF OHF)								
560	027	Professional Services * Reserve $20,000 pending additional information from the Department, whether the services related to the Department's internship program will be continued in FY 2000-01.				$137,000	$137,000	*
560	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				300,000	297,400	2,600
560	040	Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				266,369	264,800	1,569
561	054	Other Fixed Charges Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				6,736	6,000	736

Department: DPW - Department of Public Works
Bureau of Construction Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
61	060	Equipment Purchase				$351,651	$322,525	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
18	060	Clerical Workstations	PW713R	7.00	7.00	35,000	31,000	4,000
18	060	Server Mid-Range	PW714R	1.00	1.00	36,500	36,000	500
18	060	Analytical Workstations	PW715R	8.00	8.00	64,000	59,000	5,000
18	060	Furniture	PW717N	1.00	1.00	58,926	57,800	1,126
18	060	1/4 Ton Pickup	VPQGN	2.00	1.00	37,000	18,500	18,500
		Reduce the number of units and prices because the units and prices were not adequately justified.						
		Total Recommended Reductions						$400,127
		Total Recommended Reserves						$71,053

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Interdepartmental Services (1G AGF PWF)								
564	011	Overtime *Reserve $41,553 or one-third of overtime funds per the direction of the Finance Committee.				$124,634	$124,634	*
Bureau Support Services (25 PWF OHF)								
577	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				894,424	877,722	*
891	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.	9993M	(1.31)	(1.57)	(85,751)	(102,453)	16,702
577	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				221,979	217,837	4,142
577	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				181,153	171,153	10,000

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
77	021	Travel				$13,383	$9,383	$4,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
77	022	Other Current Services				625,000	605,000	20,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
77	040	Materials & Supplies				200,000	175,000	25,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
77	027	Professional Services				20,000	20,000	*

* Reserve pending additional information from the Department whether the services related to the Department's internship program will be continued in FY 2000-01.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: DPW - Department of Public Works
Bureau of Architecture

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
577	060	Equipment Purchase				$413,500	$371,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
919	060	Computer-Clerical/Admin. Workstation	PW208R	19	15	95,000	75,000	20,000
919	060	Computer-Analytical/Prof. Workstation	PW209R	11	10	88,000	80,000	8,000
919	060	Server Upgrade & Peripherals	PW211R	2	2	130,000	120,000	10,000
919	060	Furniture, Modular Workstation Modification	PW212R	1	1	15,000	13,000	2,000
919	060	Lotus Notes	PW213R	1	1	28,500	26,000	2,500
		Reduce the number of units and prices because the units and prices were not adequately justified.						
		Total Recommended Reductions						$122,34
		Total Recommended Reserves						$61,553

epartment: DPW - Department of Public Works
Bureau of Building Repair and Maintenance

age No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
aintenance and Operation of Buildings (1G AGF AAA)								
580	011	Overtime * Reserve $18,614 or one third of overtime funds per the direction of the finance Committee.				$55,841	$55,841	*
terdepartmental Services (1G AGF PWF)								
584	011	Overtime * Reserve $95,449 or one third of overtime funds per the direction of the finance Committee.				286,347	286,347	*
reau Support Services (25 PWF OHF)								
36	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				1,937,214	1,897,240	*
97	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenidutre level adjusted for salary increase.	9993M	(1.98)	(2.56)	(136,935)	(176,909)	39,974
36	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				277,445	274,445	3,000

Department: DPW - Department of Public Works
Bureau of Building Repair and Maintenance

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
836	011	Overtime				$14,810	$14,810	*
		* Reserve $4,937 or one third of overtime funds per the direction of the finance Committee.						
836	013	Mandatory Fringe Benefits				471,732	461,978	9,754
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$52,728
		Total Recommended Reserves						$119,000

Department: DPW - Department of Public Works
Bureau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Street Environmental Services General Fund (1G GF AAA)								
02	001	Permanent Salaries - Misc.				$4,968,108	$4,000,631	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.						
04	001	General Laborer	7514N	45.00	22.50	1,934,954	967,477	967,477
		Reduce the number of new General Laborer positions by 30 (22.75 FTEs) from 60 to 30 as an alternative to the currently proposed expanded street cleaning program pending a report back to the Board of Supervisors as to the effectiveness of the expanded street-cleaning program. Our recommendation would still allow for 30 additional General Fund positions which increases the number of positions from 23 to 53, a 131 percent increase in the number of General Laborer positions for street cleaning activities that are funded from the General Fund.						
72	011	Overtime				126,716	126,716	*
		*Reserve $42,239 or one-third of overtime funds per the direction of the Finance Committee.						
72	013	Mandatory Fringe Benefits				1,426,117	1,148,399	277,718
		Corresponds to reduction in salaries.						

Department: DPW - Department of Public Works
Bureau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
702	060	Equipment Purchase				$561,000	$297,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations						
926	060	1 Ton Crew Curb PW with Dump Bed	PW510N	17.00	9.00	561,000	297,000	264,000
		Reduce the number of new dump trucks from the additional street cleaning program by 8 vehicles. This will still allow 9 dump trucks to assist with an expanded street cleaning operation pending a report back to the Board of Supervisors as to the effectiveness of the expanded street-cleaning program						
Road Fund Gas Tax (25 GTF GTN)								
719	001	Permanent Salaries - Misc.				9,306,949	9,274,549	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classification.						

Department: DPW - Department of Public Works
Bureau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
06	001	General Laborer	7514N	3.00	2.25	$129,597	$97,197	$32,400
		Reduce the number of new General Laborer positions by one (.75 FTE) from four to three pending a report back to the Board of Supervisors as to the effectiveness of the expanded street cleaning program Our recommendation will still provide a total number of 75 General Laborers including 3 new General Laborers to work on Gas Tax Road Fund projects.						
19	011	Overtime				399,802	399,802	*
		*Reserve $133,267 or one-third of overtime funds per the direction of the Finance Committee.						
19	013	Mandatory Fringe Benefits				2,516,557	2,507,809	8,748
		Corresponds to reduction in salaries.						
20	060	Equipment Purchase	PW509N	3.00	2.00	94,500	63,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
26	060	Pickup Truck 3/4 Ton Equipped	PW509N	3.00	2.00	94,500	63,000	31,500
		Reduce the number of 3/4 ton pickup trucks by one from three to two. This will still allow two 3/4 ton pickup trucks for Gas Tax Road Fund projects.						

Department: DPW - Department of Public Works
Bureau of Street Environmental Services

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Street Environmental Services Interdepartmental Services (1G AGF PWF)								
703	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$1,410,839	$1,378,439	*
905	001	General Laborer Reduce the number of new General Laborer positions by one (.75 FTE) from four to three. Our recommendation would still provide 6 General Laborers to work on work order assignment requests from other City departments pending a report back to the Board of Supervisors as to the effectiveness of the expanded street cleaning program	7514N	3.00	2.25	129,598	97,198	32,400
703	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				368,311	359,855	8,456
Street Environmental Services Bureau Support Services (2S PWF OHF)								
720	011	Overtime *Reserve $14,553 or one-third of overtime funds per the direction of the Finance Committee.				43,659	43,659	*
		Total Recommended Reductions						$1,622,699
		Total Recommended Reserves						$190,059

artment: DPW - Department of Public Works
Bureau of General Administration

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
reau of General Administration (2S PWF OHF)								
0	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				$7,454,082	$7,427,935	*
1	001	Attrition Savings - Misc. Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increase.		(4.61)	(5.00)	(309,073)	(335,220)	26,147
0	011	Overtime Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01. *Reserve $5,913 or one third of overtime funds per the direction of the Finance Committee.				26,784	17,740*	9,044
)	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				1,728,469	1,721,096	7,373
)	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				25,660	22,460	3,200
)	027	Prof. & Specialized Services Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				300,500	296,200	4,300

Department: DPW - Department of Public Works
Bureau of General Administration

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
730	035	Other Current Services				$191,105	$159,105	$32,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
731	060	Equipment Purchase				282,100	261,800	*
		* The recommended reduction in equipment is the total of the following specific recommendations						
929	060	Passenger Van	PW116R	1.00	1.00	26,500	25,000	1,500
929	060	Laptop	PW117R	3.00	3.00	21,000	19,200	1,800
929	060	Furniture/Workstations	PW118R	4.00	3.00	60,000	45,000	15,000
929	060	Full Size Sedan	VSFC-R	1.00	1.00	29,000	27,000	2,000
		To reduce or eliminate the number of units of equipment because such equipment was not adequately justified						
		Total Recommended Reductions						$102,364
		Toltal Recommended Reserves						$5,913

artment: DPW - Department of Public Works
Bureau of Street Use Management

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
eet Use Management Program (2G AGF AAP)								
5	005	Temporary Salaries Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				$75,370	$65,370	$10,000
erdepartmental Services (1G AGF PWF)								
5	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classification.				3,293,383	3,249,149	*
1	001	Administrative Engineer	5174S	1.00	0.00	91,654	0	91,654
1	001	Civil Engineer Department concurs that the proposed upward substitution should be deleted.	5208S	(1.00)	0.00	(85,218)	0	(85,218)
2	001	Attrition Savings Increase Attrition Savings to actual 1999-00 expenditure level adjusted for salary increases.		0.00	0.60	0	(37,798)	37,798
5	011	Overtime * Reserve $9,032 or one third of overtime funds per the direction of the Finance Committee.				27,097	27,097	*
5	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				794,247	783,587	10,660

Department: DPW - Department of Public Works
Bureau of Street Use Management

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
845	060	Equipment Purchase				$129,310	$116,010	*
		* The recommended reduction in equipment is the total of the following specific recommendations						
923	060	1/4 Ton Compact Truck	VPQGN	2.00	2.00	37,000	34,000	3,000
923	060	Network Plotter	PW427R	1.00	1.00	12,155	10,855	1,300
923	060	Workstation, Clerical	PW418R	2.00	1.00	10,000	5,000	5,000
923	060	Analytical, Professional Workstation	PW813R	5.00	5.00	42,500	38,500	4,000
		Reduce the number of units and prices of units because the units and prices were not adequately justified.						
Bureau Support Services (2S PWF OHF)								
847	009	Premium Pay				15,364	6,000	9,364
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
847	024	Membership Fees				2,000	1,000	1,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01						
847	027	Professional Services				16,000	16,000	*
		* Reserve $4,500 pending additional information from the Department whether the services related to the Department's internship program will be continued in FY 2000-01.						

artment: DPW - Department of Public Works
Bureau of Street Use Management

ge o.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
7	040	Materials & Supplies				$144,800	$134,800	$10,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
8	060	Equipment Purchase				139,000	122,400	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
4	060	Modular Furniture	PW814N	15.00	12.00	45,000	36,000	9,000
4	060	Serveriture	PW815R	1.00	1.00	25,000	22,400	2,600
4	060	Compact Sedan	VSCCN	1.00	1.00	23,000	18,000	5,000
		Reduce the number of units and prices of units because the units and prices were not adequately justified.						
		Total Recommended Reductions						$115,158
		Total Recommended Reserves						$13,532
		Total Departmental Recommended Reductions						$2,878,831
		Total Departmental Recommended Reserves						$568,725

DEPARTMENT: ECD EMERGENCY COMMUNICATIONS DEPARTMENT

FINANCIAL DATA:

The Emergency Communications Department's proposed $31,708,079 budget for FY 2000-01 is $5,617,052 or 15.05 percent less than the original FY 1999-2000 budget of $37,325,131. The net decrease from the revised FY 1999-2000 budget is $5,617,053 or 15.05 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
911 Project and ECD Administration	$ 19,134,893	$ 19,134,894	$ 19,925,393	$ 790,500
Citywide Radio System	4,730,558	4,730,558	838,353	(3,892,205)
Emergency Comminations Dispatch	10,947,680	10,947,680	10,209,808	(737,872)
Total Operating Expenditures	$ 34,813,131	$ 34,813,132	$ 30,973,554	$ (3,839,577)
Capital Improvements & Fac. Maint.	2,512,000	2,512,000	734,525	(1,777,475)
Total Expenditures	$ 37,325,131	$ 37,325,132	$ 31,708,079	$ (5,617,052)
Less Work Order Recoveries	(130,645)	(130,645)	(110,645)	20,000
Net Expenditures	$ 37,194,486	$ 37,194,487	$ 31,597,434	$ (5,597,052)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 167.65 FTEs, which is 9.10 FTEs less than the 176.75 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as shown on the following page:

Department: ECD EMERGENCY COMMUNICATIONS DEPARTMENT (continued)

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
911 Project and ECD Administration	22.74	22.74	25.87	3.13
Citywide Radio System	3.88	3.88	3.88	-
Emergency Comminations Dispatch	150.13	150.13	137.90	(12.23)
Total	176.75	176.75	167.65	(9.10)

DEPARTMENT REVENUES

Department revenues have increased by $176,632 or 1.2 percent and General Fund support has decreased by $5,770,679 or 25.6 percent due to the fact that the 911 Project is nearing completion.

DESCRIPTION

1. The Emergency Communications Department was created in FY 1999-2000 to transition from the 911 Emergency Communications Project to an operating department. In FY 1999-2000, all Police Communications dispatch staffing was transferred from the Police Department to ECD

2. The ECD developed an ambitious hiring plan for Communications Dispatch personnel for FY 1999-2000 that called for filling all vacant positions and backfilling long term absences with temporary salaries. However, the ECD was unable to fill all vacant positions and has realized excess salary and fringe benefit savings during FY 1999-2000 of approximately $1,400,000. As of the writing of this report, the ECD has a total of 33 vacant positions or positions with long term absences, such as disability, out of the total funded FTE in FY 1999-00 of 176.75. The vast majority of the vacant positions are 8238 Police Communications Dispatchers. Also, Fire Department dispatch functions are still being provided by Fire Department uniform personnel.

Department: ECD EMERGENCY COMMUNICATIONS DEPARTMENT (continued)

3. The ECD is requesting the following six new positions funded at 4.5 FTE in FY 2000-01:

Position	Number of Positions	FY 2000-01 FTE	FY 2000-01 Salaries	Annual Salary Expenditure
Communications Dispatch Program				
1232 Training Officer	1	0.75	$ 44,969	$ 59,959
1237 Training Coordinator	1	0.75	52,976	70,635
1372 N Special Assistant XIII	1	0.75	59,981	79,975
8239 Sr. Police Communications Dispatcher	1	0.75	43,770	58,360
8240 Police Communications Shift Supervisor.	1	0.75	48,408	64,544
Subtotal	5	3.75	$ 250,104	$ 333,473
ECD Administration				
1374 Special Assistant XV	1	0.75	69,447	92,596
Total	6	4.50	$ 319,551	$ 426,069

4. The proposed 4.5 FTE (six new positions) shown above have been requested to strengthen the ECD's Communications Dispatch training program, increase floor supervision for the restructured Police Communications Dispatch function, and create a management position to direct the ECD's Client Services Division.

4. In addition to the 4.5 FTE new positions shown above, the ECD received 22 new positions in FY 1999-2000, funded for a portion of the year at 11.37 FTE. The continuation of these new positions from FY 1999-2000 to full year funding in FY 2000-01 results in an increase in FTE of 10.63 FTE (22 less 11.37). The ECD is also requesting 0.21 FTE in Temporary Salaries.

5. Offsetting the increase in FTEs of 15.34 funded positions (4.5 FTE in new positions, 10.63 FTE from the continuation of new positions added during FY 1999-2000 and 0.21 FTE in Temporary Salaries) is an increase in Attrition Savings of $1,287,647. which reduces the ECD FTE count by 24.44 (from –10.06 FTEs to –34.50). Overall therefore, the ECD position count is reduced by a net of 9.1 FTEs from 176.75 to 167.65 FTEs.

Department: ECD - Emergency Communications Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Emergency Communications Dispatch Program								
45	001	Permanent Salaries - Misc.				$ 7,221,625	$ 7,134,965	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						
52	001	Attrition Savings	9993M	(34.06)	(35.71)	(1,786,542)	(1,873,202)	86,660
		Increase attrition savings to correspond to ECD's current projected Hiring Plan and required Miscellaneous Salaries.						
55	003	Mandatory Fringe Benefits				1,904,906	1,879,375	25,531
		Corresponds to reduction in Permanent Salaries - Miscellaneous.						
Project and ECD Administration Program								
27	001	Permanent Salaries - Misc.				$ 1,329,211	$ 1,268,035	*
		The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations.						

Department: ECD - Emergency Communications Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1254	001	Attrition Savings	9993M	(0.44)		(28,736)	(89,912)	61,176
		ECD currently has six vacant positions in this program, including a 1374 Special Assistant XV at a salary of $84,511, a 1378 Special Assistant XIX position, at a salary of $121,443, and a 1824 Principal Administrative Analyst at a salary of $73,351. The recommended increase in Attrition Savings assumes that existing vacancies will not be able to be filled, on average, for a period of two months.						
1247	003	Mandatory Fringe Benefits				315,736	299,831	15,905
		Corresponds to reduction in Permanent Salaries - Miscellaneous.						
		Total Recommended Reductions						$189,272

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: ECN BUSINESS & ECONOMIC DEVELOPMENT

FINANCIAL DATA:

The Business & Economic Development's proposed $12,364,245 budget for FY 2000-01 is $11,708,864 or 48.64 percent less than the original FY 1999-2000 budget of $24,073,109. The net decrease from the revised FY 1999-2000 budget is $11,708,864 or 48.64 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
3Com Park Project	$ -	$ -	$ -	$ -
Economic Development	15,803,639	15,803,639	2,761,007	(13,042,632)
Finance & Legislative Affairs	171,106	171,106	176,039	4,933
Office of Small Business Affairs	699,180	699,180	588,936	(110,244)
Seismic Safety Loan Program	415,284	415,284	382,392	(32,892)
Treasure Island	6,983,900	6,983,900	8,455,871	1,471,971
Total Expenditures	$ 24,073,109	$ 24,073,109	$ 12,364,245	$ (11,708,864)
Less Work Order Recoveries	(1,460,006)	(1,460,006)	(3,971,910)	(2,511,904)
Net Expenditures	$ 22,613,103	$ 22,613,103	$ 8,392,335	$ (14,220,768)

Department: ECN BUSINESS & ECONOMIC DEVELOPMENT (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 31.24 FTEs, which is 3.51 FTEs more than the 27.73 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-2000		Mayor's Budget Fiscal Year	Proposed Increase (Decrease) From 1999-2000
Full Time Equivalents	Original	Revised	2000-2001	Original Budget
3Com Park Project	-	-	-	-
Economic Development	11.20	11.20	15.71	4.51
Finance & Legislative Affairs	2.00	2.00	2.00	-
Office of Small Business Affairs	0.75	0.75	0.75	-
Seismic Safety Loan Program	2.00	2.00	1.00	(1.00)
Treasure Island	11.78	11.78	11.78	-
Total	27.73	27.73	31.24	3.51

DEPARTMENT REVENUES

Department revenues have decreased by $14,067,892 or 71.98 percent and General Fund support has decreased by $152,876 or 4.98 percent. The decrease in revenues is primarily due to the reduction of $13,000,000 in one-time State Grants & Subventions for the Southeastern Environmental Mitigation Project and the elimination of the $2,030,000 U. S. Navy Federal Direct Grant for the Treasure Island U.S. Navy Cooperative Agreements. However, offsetting a portion of this loss is an increase of $995,000 in the rental revenues from Treasure Island property.

DESCRIPTION

The proposed budget for the Economic Development program includes:

- One new 1372 Special Assistant XIII (0.75 FTE) to administer and manage grants and assist with the preparation of the Department's budget;
- One new 1374 Special Assistant XV (0.75 FTE) to act as lead contract negotiator and business development analyst for large-scale economic development projects; and
- One new 1376 Special Assistant XVII (0.75 FTE) as part of the restructuring of the Department to restore an analyst due to the record high debt carried by the City.

Department: ECN BUSINESS & ECONOMIC DEVELOPMENT (continued)

These three new permanent, full-time positions along with various substitutions and annualizations of existing positions and step increases result in an additional overall increase of $449,305 in Permanent Salaries - Misc. and an additional increase of $100,507 in Mandatory Fringe Benefits, for an overall increased personnel cost of $549,812.

In FY 1999-00, the Department of Business and Economic Development received a one-time $13,000,000 grant for the Southeastern Environmental Mitigation Project. Department staff are currently holding public hearings with staff at the Department of the Environment in order to receive community input to identify the specific needs for this Mitigation Project that will result from the pending closure of the Hunters Point Power Plant.

The termination of the Treasure Island U.S. Navy Cooperative Agreement has resulted in a reduction of $2,030,000 in the Treasure Island proposed budget. This reduction will result in the two positions (one 1363 Special Assistant IV and one 1374 Special Assistant XV), previously funded by this grant Agreement, being transferred to the ongoing Treasure Island project in FY 2000-01. Although the Treasure Island program is not adding any other new permanent positions, the transfer and reclassification of these two positions, various substitutions, annualizations of existing positions, cost-of-living adjustments and step increases result in an additional overall increase of $160,550 in Permanent Salaries - Misc. and $28,518 in Mandatory Fringe Benefits, for an overall personnel cost increase of $189,068. The Treasure Island program budget is increasing overall by $995,000. This increase also includes $106,203 in Other Current Expenses (an increase of 150 % over the FY 1999-00 budget) and $3,163,159 for Services of Other Departments (an increase of 138% over the FY 1999-00 budget), which is primarily offset by an increase in Interdepartmental Recovery of $2,506,971, to be paid primarily by other City General Fund Departments (i.e., Fire Department, Police Department, City Attorney, etc).

The Small Business Commission, appointed on April 13, 2000, will initiate a grant program for start-up businesses in San Francisco. The Office of Small Business Affairs' proposed budget includes $500,000 for Other Current Expenses to be used to develop this grant program.

Department: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
BK5		Economic Development						
1266	001	Permanent Salaries - Misc.				$1,175,683	$1,085,702	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1275		Special Assistant XIII	1372	0.75	0.00	59,981	0	59,98
		Eliminate one of the three requested new Special Assistant positions to be funded with the City's General Fund for the Economic Development Division. The Department states this position is needed to administer and manage grants and assist with the preparation of the Department's budget. Such a budget and grants administration and management position should be funded with grant revenues and not City General Fund revenues. Furthermore, there has not been sufficient justification provided for this position. On an annualized basis, this proposed new position will cost $79,975 in Permanent Salaries-Misc. We are, however, recommending the approval of two other new higher-level General Fund Special Assistant positions in the Economic Development Division.						
1275	9993M	Attrition Savings - Misc.				(45,056)	(75,056)	30,00
		Increase Attrition Savings - Misc. to reflect actual expenditure rates in the current year and to offset the effect of the Department's four upward substitutions that resulted in increased salary and fringe benefit costs during the current year, without budgetary approval of the Board of Supervisors. This recommendation will enable the Department to maintain the existing filled position at the higher salary and fringe benefit cost , but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by this increase in attrition savings.						

partment: ECN - Business and Economic Development

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
66	013	Mandatory Fringe Benefits				$249,768	$226,373	$23,395
		Corresponds to the reduction in Permanent Salaries - Misc.						
		Subtotal Recommended Reductions - Economic Development						$113,376
X6		**Treasure Island**						
59	001	Permanent Salaries - Misc.				794,910	791,904	*
		*The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
177	9993M	Attrition Savings - Misc.				(14,994)	(18,000)	3,006
		Increase Attrition Savings - Misc. to reflect actual expenditure rates in the current year and to offset the effect of the Department's three upward substitutions that resulted in increased salary and fringe benefit costs during the current year, without budgetary approval of the Board of Supervisors. This recommendation will enable the Department to maintain the existing filled position at the higher salary and fringe benefit cost, but will offset part of the additional expenditures for the Department because of this increase in attrition savings.						

Department: ECN - Business and Economic Development

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1269	013	Mandatory Fringe Benefits				$186,480	$185,698	$78.
		Corresponds to the reduction in Permanent Salaries - Misc.						
1269	025	Entertainment and Promotion				105,820	85,820	20,00
		Reduce Entertainment and Promotion by $20,000 to reflect actual expenditure rate for the current year which is projected to be approximately $60,000. The proposed reduction would still provide an additional $25,820 more for Entertainment and Promotion than is projected to be spent in the current year						
1269	035	Other Current Expenses				177,000	127,000	50,00
		Reduce Other Current Expenses by $50,000 to reflect actual expenditure rate for the current year which is projected to be approximately $118,000. The proposed reduction would still provide an additional $9,000 more for Other Current Expenses than is projected to be spent in the current year.						
1270	081	Services of Other Depts				5,463,064	5,121,692	341,37
		Reduce to reflect the specific recommendations of the Budget Analyst made in the Fire Department's budget for the requested increase of 13 FTE new positions and the corresponding Fringe Benefits for Treasure Island. These Fire Department recommendations include specific savings of $270,930 for Permanent Salaries - Uniform, and $70,442 for Mandatory Fringe Benefits, for a total savings of $341,372.						
		Subtotal Recommended Reductions - Treasure Island						$415,16

rtment: ECN - Business and Economic Development

e Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
	Office of Small Business Affairs						
035	Other Current Expenses				$500,000	$500,000	*
	*Reserve $500,000 for grants to small businesses which have not been allocated for specific purposes, pending a report back to the Board of Supervisors, detailing such expenditures.						
	Subtotal Recommended Reserves - Office of Small Business Affairs						$500,000
	Total Recommended Reductions						$528,536
	Total Recommended Reserves						$500,000

DEPARTMENT: HHP HETCH HETCHY PROJECT

FINANCIAL DATA:

The Hetch Hetchy Project proposed $118,833,658 budget for FY 1999-00 is $1,177,926 or 0.98 percent less than the original FY 1999-00 budget of $120,011,584. The net decrease from the revised FY 1999-00 budget is $1,874,231 or 1.55 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Fiscal Year 2000-2001	From 1999-2000 Original Budget
Water Supply & Power Opns.	$101,811,584	$102,494,414	$99,673,658	($2,137,926)
Hetch Hetchy Capital Projects	18,200,000	18,213,475	19,160,000	960,000
Total Expenditures	$120,011,584	$120,707,889	$118,833,658	($1,177,926)
Work Order Recoveries	(145,000)	(827,829)	(222,298)	(77,298)
Net Expenditures	$119,866,584	$119,880,060	$118,611,360	($1,255,224)

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$9,114,943	$10,430,333	$1,315,390
Mandatory Fringe Benefits	2,448,302	3,118,817	670,515
Professional & Specialized Services	3,596,475	2,954,090	(642,385)
Purchase of Power for Resale	28,127,059	35,271,210	7,144,151
Judgements and Claims	775,000	25,000	(750,000)
Transfer to the General Fund	39,850,000	29,850,000	(10,000,000)
Total	$83,911,779	$81,649,450	($2,262,329)

Department: HHP - Hetch Hetchy (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 179.46 FTEs, which is 15.63 FTEs more than the 163.83 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Original	Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Water Supply & Power Opns.	163.83	163.83	179.46	15.63

Hetch Hetchy's Permanent Salaries are increasing by $1,315,390, or 14.4 percent, from $9,114,943 in FY 1999-00 to $10,430,333 in FY 2000-01. This increase is due to: (a) 8 new positions, (b) 4 position substitutions, (c) 8 off-budget positions being converted to the operating budget, (d) 5 positions being annualized, and (e) salary standardization.

Hetchy Hetchy's budget contains a total of eight new positions (6.00 FTE) budgeted for FY 2000-2001. Hetch Hetchy's proposed new positions are as follows:

Name	Classification	No. of FTE Positions	Annual Salary at Top Step	Annualized No. of Positions	Annual Total Salaries
Transmission Line Supervisor	7229	0.75	$69,472	1	$69,472
Electrical Line Worker	7338	1.50	61,490	2	122,980
Electrician	7345	1.50	61,490	2	122,980
Electrical Line Helper	7432	0.75	53,118	1	53,118
General Laborer	7514	1.50	41,886	2	83,772
Total:		6.00		8	$452,322

According to the Department, six of the new positions would be for the Department's proposed new Energy Services Program, discussed further below. These six new positions would be used to improve service to Hetch Hetchy's electricity clients, including the Airport and the Port, and to develop new business. The requested two new General Laborer positions would be used to clear transmission lines of plant growth and debris, as well as provide general support to transmission line maintenance and repairs.

The Budget Analyst is recommending approval of the two new General Laborer positions. The Budget Analyst recommends that the six (4.50 FTE) new positions the Department is requesting for the

Department: HHP - Hetch Hetchy (continued)

new Energy Services Department be coded "L", or Limited Duration Position, until the Department can demonstrate the benefits of making these six new positions permanent (See Description No. 3 below).

In addition to the requested eight new positions (6.00 FTE), the Department is requesting that eight (8.00 FTE) off-budget positions be converted to the operating budget to support Hetch Hetchy's baseline energy services. The Budget Analyst also recommends that these eight new operating budget positions be coded "L", or Limited Duration Positions, until the Department can demonstrate the benefits of converting these positions to the operating budget.

DEPARTMENT REVENUES

Department Revenue for Hetch Hetchy budgeted for FY 2000-01 is $137,771,360, which is $295,224 or 0.21 percent less than the Department Revenue of $138,066,584 in the FY 1999-00 budget. According to the Department, this decrease in Department Revenues is due to the deregulation of the electrical power industry. Hetch Hetchy requires no General Fund monies, and the Department uses its own revenue to fund its operating costs and capital needs.

Major changes in Department Revenue are as follows:

	FY 1999-2000	FY 2000-2001	Change
Interest Earned	$1,200,000	$2,000,000	$800,000
Other Non-Oper. Revenue	1,000,000	250,000	(750,000)
Beginning Fund Balance	8,906,546	7,389,360	(1,517,186)
Total	$11,106,546	$9,639,360	($1,467,186)

DESCRIPTION

1. The proposed Hetch Hetchy revenue transfer to the General Fund has decreased by $10,000,000, from $39,850,000 in Fiscal Year 1999-00 to $29,850,000 in Fiscal Year 2000-01. According to the Department, this decrease results from the deregulation of the electrical power industry and the subsequent projected reduction in revenue. As a result, Hetch Hetchy is pursuing expanded business opportunities in order to compensate for loss in revenues.

2. Hetch Hetchy's total budget has decreased for Fiscal Year 2000-01 by $1,177,926, from $120,011,584 in Fiscal Year 1999-00 to $118,833,658 in Fiscal Year 2000-01. However, these total expenditures include the $29,850,000 transfer to the General Fund, which decreased in FY 2000-01 by $10,000,000 from the FY 1999-00 transfer of $39,850,000. Excluding this transfer, the Department's budget has increased by $8,922,074, or 11.1 percent, from $80,061,584 in FY 1999-00 to $88,983,658 in FY 2000-01. Much of this increase results from an increase of $7,144,151 in Power for Resale, due to the increased cost of electricity and increased consumption of electricity by

Department: HHP - Hetch Hetchy (continued)

Hetch Hetchy customers. In addition, Permanent Salaries have increased by $1,315,390 in FY 2000-01, due largely to the new Energy Services Program, discussed below. The Department is also increasing its budget for capital projects by $960,000, from $18,200,000 in FY 1999-00 to 19,160,000 in FY 2000-01.

3. Hetch Hetchy is reorganizing its Department and requesting a variety of resources to create a new Energy Services Program in order to address changes in the electrical power industry since deregulation began in 1998. Hetch Hetchy reports that during FY 1999-00, the Department's net revenues were $10 million less than what they had projected, as the Department's costs continued to increase commensurate with increases in the cost of wholesale electricity and PG&E transmission and distribution rates. According to Ms. Laurie Park of Hetch Hetchy, the objective of the proposed new Energy Services Program is for Hetch Hetchy to begin regaining lost revenues from the sale of Hetch Hetchy's hydroelectric power. Ms. Park states that the new Energy Services Program would enable Hetch Hetchy to become more effective and aggressive in selling hydroelectric power to new and existing retail customers and providing new retail products and services, such as energy efficiency consulting and emergency response services for high-voltage electrical equipment. The Attachment to this report, provided by Hetch Hetchy, contains the projected revenues and benefits of creating a new Energy Services Program. As stated in the Attachment, Hetch Hetchy projects that the new Energy Services Program would increase the Department's net revenues by an estimated $717,797 in FY 2000-01, by an estimated $1,730,000 in FY 2001-02, by an estimated $3,355,000 in FY 2002-03, and an estimated $4,355,000 in FY 2003-04. According to Hetch Hetchy, these projected revenue increases have not yet been included in the Department's budget. In addition, the proposed Energy Services Program would allow Hetch Hetchy to expand its City energy conservation programs, which Hetch Hetchy anticipates would save the City an estimated $2.4 million in FY 2000-01 and an estimated $4 million a year from FY 2001-02 through FY 2003-04, as stated in the Attachment.

According to Hetch Hetchy, the proposed Energy Service Program would cost an additional $1,007,820 in FY 2000-01, as shown in the table below.

Item	Description	Additional Funds For FY 2000-01
Salaries	6 New operating positions	$234,597
Benefits	Mandatory Fringe Benefits (26 percent)	196,105
Material/Supplies	Furniture and equipment for new positions	50,000
Equipment	Initial inventory of electrical equipment	170,000
	Total Additional Cost to the Operating Budget	**$650,702**
Off-Budget Positions	6 New off-budget positions and benefits (26 percent)	357,118
	Total Additional Cost (Includes new off-budget positions)	**$1,007,820**

Department: HHP - Hetch Hetchy (continued)

COMMENTS

1. The Budget Analyst recommends approval of the Proposed Energy Services Program, given that Hetch Hetchy estimates that the additional costs of creating the new Energy Services Program would be $1,007,820 for FY 2000-01, and that new Energy Services Program is projected to: (1) increase the Department's revenues by $717,797 in FY 2000-01, and continue increasing up to $4,355,000 in FY 2003-04, and (2) reduce City energy costs by $2.4 million in FY 2000-01, and continue reducing City energy costs by an estimated $4 million a year from FY 2001-02 through FY 2003-04.

2. The Budget Analyst recommends that Hetch Hetchy provide a progress report on the new Energy Services Program to the Board of Supervisors at the end of FY 2000-01. This progress report should include detailed explanations of all improvements in Hetch Hetchy's electricity-related services and all revenues generated by the new Energy Services Program.

3. In addition, the Budget Analyst recommends that the six new positions (4.50 FTE) that Hetch Hetchy is requesting for the new Energy Services Program, and the eight off-budget positions that the Department is requesting be converted the operating budget (8.00 FTE) to support baseline Hetch Hetchy energy services, be coded "L", or "Limited Duration Position," until Hetch Hetchy can demonstrate the benefits of these new operating budget positions in the progress report discussed in Comment No. 2 above.

rtment: Hetch Hetchy (HHP)

e Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
ter Supply and Power Operations (BCB)							
001	Permanent Salaries				$10,430,333	$10,378,951	*
	* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
001	Transmission Line Supervisor I	7229N	0.75	0.00	44,224	0	44,224
001	Transmission Line Supervisor I	7229L	0.00	0.75	0	44,224	(44,224)
001	Electrical Line Worker	7338N	1.50	0.00	78,273	0	78,273
001	Electrical Line Worker	7338L	0.00	1.50	0	78,273	(78,273)
001	Electrician	7345N	1.50	0.00	78,273	0	78,273
001	Electrician	7345L	0.00	1.50	0	78,273	(78,273)
001	Electrical Line Helper	7432N	0.75	0.00	33,827	0	33,827
001	Electrical Line Helper	7432L	0.00	0.75	0	33,827	(33,827)
	*The above six (4.50 FTE) new positions would support the new Energy Services Program. The Budget recommends that these six new positions be coded "L", or Limited Duration Position, until Hetch Hetchy can demonstrate the benefits of making these positions permanent.						

Department: Hetch Hetchy (HHP)

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1322	001	Water & Power Specialist	5633S	2.00	0.00	$165,555	$0	$165,555
1322	001	Water & Power Specialist	5633L	0.00	2.00	0	165,555	(165,555)
1322	001	Energy Specialist	5606S	4.00	0.00	234,148	0	234,148
1322	001	Energy Specialist	5606L	0.00	4.00	0	234,148	(234,148)
1322	001	Senior Energy Specialist	5608S	1.00	0.00	67,762	0	67,762
1322	001	Senior Energy Specialist	5608L	0.00	1.00	0	67,762	(67,762)
1320	001	Chief Clerk	1410S	1.00	0.00	52,187	0	52,187
1320	001	Chief Clerk	1410L	0.00	1.00	0	52,187	(52,187)

*The above substitutions would move eight (8.00 FTE) positions from non-operating funds to operating funds to support Hetch Hetchy's baseline energy services. The Budget recommends that these eight positions be coded "L", or Limited Duration Position, until Hetch Hetchy can demonstrate the benefits of making these positions permanent.

1324	001	Attrition Savings	9993M	(10.61)	(11.46)	(643,854)	(695,236)	51,382

Increase Attrition Savings to offset the effect of the Department's upward substitution of three positions, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.

Department: Hetch Hetchy (HHP)

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
90	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				$3,118,817	$3,105,458	$13,359
90	021	Travel Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.				29,940	20,000	9,940
90	022	Training Reduce to FY 1999-00 budget level adjusted for a cost of living factor for FY 2000-01.				88,963	62,400	26,563
90	027	Professional & Specialized Services To reduce Professional & Specialized Services to minimum amount necessary, as agreed to by the Department.				162,688	117,688	45,000
		Total Recommended Reductions						$ 146,244

Proposed Energy Services Division

Hetch Hetchy Enhancement, Projected Revenues & Benefits

			FY00/01	FY01/02	FY02/03	FY03/04
Baseline Projections:		Power Revenues	$89,935,000	$87,322,000	$83,445,000	$83,445,000
		Costs of Power	$35,271,210	$42,583,210	$43,673,210	$44,028,560
		Net Power Revenues:	$54,663,790	$44,738,790	$39,771,790	$39,416,440
ENHANCEMENT:						
Revenues:		Retail Services				
		New Retail Customers	$500,000	$1,250,000	$2,500,000	$5,000,000
		New Retail Products & Services	$250,000	$500,000	$1,000,000	$1,000,000
		ISO Demand Reduction Program	$600,000	$1,000,000	$1,000,000	$1,000,000
		Airport Substations O+M Contract	$240,000	$240,000	$240,000	$240,000
		O+M Services	$150,000	$300,000	$500,000	$750,000
		Wholesale Services				
		Ancillary Services	$250,000	$500,000	$1,000,000	$1,000,000
		Projected Revenues:	$1,990,000	$3,790,000	$6,240,000	$8,990,000
Incremental Expenses:		Operating Costs				
	001/013	Salaries & Fringe	$763,700	$1,250,000	$1,500,000	$2,000,000
	021	Travel	$11,940	$25,000	$25,000	$25,000
	022	Training	$26,563	$35,000	$35,000	$35,000
	049	Other Material & Supplies	$50,000	$25,000	$25,000	$25,000
	060	Equipment	$170,000	$100,000	$50,000	$50,000
		Costs of Power	$250,000	$625,000	$1,250,000	$2,500,000
		Projected Incremental Operating Costs:	$1,272,203	$2,060,000	$2,885,000	$4,635,000
		Contributions to Net Power Revenues:	$717,797	$1,730,000	$3,355,000	$4,355,000
		Benefits to City Departments:				
		ISO Demand Reduction Program	$2,400,000	$4,000,000	$4,000,000	$4,000,000
		Net Benefit earned on Enhancement:	$3,117,797	$5,730,000	$7,355,000	$8,355,000

Non Financial Benefits:

1. Avoided risk of power outages [CPUC estimated cost of a 4-8 hour outage to SF's economy as $200M in lost revenues and productivity
2. Avoided risk of San Francisco as a "congestion zone" [est. cost to SF ratepayers $20-$30+ million/year]
3. Environmental benefits from renewables & energy efficiency projects
4. Offering full range of competitive retail services helps to retain market share and customer base

Assumptions:

1. Assumes continuation of participated in ISO Demand Reduction Program throughout forecast period
2. Assumes new retail products & services, O+M services, and ancillary services will increase over time
3. Estimates additional salaries adjustments and new staff required to fully implement planned business activities
4. Allowance for travel, training, materials & supplies and equipment
5. Some capital investments will be required to support certain activities (e.g., construction of new electric transmission & distribution systems to support new retail customers). Proposed capital outlays have not been addressed in this presentation but are subject to investment criteria (e.g., est. payback period).

Comments:

1. No value accorded non-revenue benefits (e.g., reduced risk of power outages, retention of existing customers, environmental improvements)
2. Addresses only those revenue improvements attainable through staff requested under enhancement. The complete scope of HH's business activities is broader.

Source: Hetch Hetchy

DEPARTMENT: LHP LIGHT, HEAT AND POWER

FINANCIAL DATA:

The Light, Heat, and Power Department's proposed $59,383,362 budget for FY 2000-01 is $2,340,939, or 4.1 percent, more than the original FY 1999-00 budget of $57,042,423. The net increase from the revised FY 1999-00 budget is $2,324,589 or 4.07 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Fiscal Year 2000-01	From 1999-00 Original Budget
Utility Services	$57,042,423	$57,058,773	$59,383,362	$2,340,939
Less Work Order Recoveries	(54,392,423)	(54,392,423)	(56,505,250)	(2,112,827)
Net Expenditures	$2,650,000	$2,666,350	$2,878,112	$228,112

Below are the General Fund expenditures administered by Light, Heat & Power:

General Fund Expenditures for Light, Heat and Power	1999-00 Budget	2000-01 Request	Change
PG&E Street Light Maintenance	$1,275,209	$1,254,454	($20,755)
Maintenance of City-Owned Streetlights	870,701	870,701	0
Materials and Supplies for Maintenance	148,537	148,537	0
Cal Trans Street Lighting Maintenance	24,300	24,300	0
Administrative Costs	646,464	1,166,873	520,409
Subtotal Operating Budget	$2,965,211	$3,464,865	$499,654

Department: Light, Heat, and Power (continued)

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$442,039	$462,923	$20,884
Mandatory Fringe Benefits	110,612	121,019	10,407
Power for Resale	54,077,212	55,918,497	1,841,285
Other Current Expenses	2,287	479,501	477,214
Materials & Supplies	3,855	8,155	4,300
Equipment Purchase	7,800	13,000	5,200
Total	$54,643,805	$57,003,095	$2,359,290

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 8.00 FTEs, which is the same as the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Utility Services	8.00	8.00	8.00	-

DEPARTMENT REVENUES

Light, Heat and Power does not generate its own revenues. However, expenditure recovery from other City Departments for the consumption of gas and electricity will increase by $2,112,827 or 3.9, from $54,392,423 in FY 1999-00 to $56,505,250 in FY 2000-01. General Fund support for Light, Heat, and Power budgeted for FY 2000-01 is $2,878,112, which is $228,112, or 8.6 percent, more than the $2,650,000 in the original FY 1999-00 budget.

Department: **Light, Heat, and Power (continued)**

DESCRIPTION

1. The Bureau of Light, Heating and Power is responsible for all aspects of City street lighting and for billing the various City agencies for electricity, purchased natural gas, and purchased steam. The Bureau operates administratively under Hetch Hetchy Water and Power. The goals of the Bureau are to compute electric, steam, and gas bills for all City agencies, to compute all street lighting charges, and to provide and maintain adequate and energy-efficient lighting on City streets.

2. The Bureau of Light, Heat and Power reports that they have reviewed the amounts budgeted by the City departments for light, heat and power in the FY 2000-01 budget. The Budget Analyst notes that the Port overbudgeted by $486,999, and therefore recommended in our review of the Port's budget that the Port reduce its budget for light, heat and power by $486,999.

3. 79 percent of the total increase of $2,340,939 in Department expenditures for FY 2000-01 results from Power for Resale, which increased from the FY 1999-00 budget by $1,841,285 due to increased consumption of gas and electricity by other City departments. This increase of $1,841,285 will be funded by reimbursements from other City departments.

4. 20 percent of the total $2,340,939 increase in Department expenditures for FY 2000-01 results from a one-time expenditure of $477,214 for outstanding costs owed to PG&E incurred during the renovation of City Hall. According to Mr. Carlos Jacobo of the PUC, these costs were originally included in the City Hall renovation project budget, but were never paid.

5. Budgeted salary costs increase by $20,884, or 4.7 percent, from $442,039 to $462,923, as a result of two position substitutions and salary standardization.

COMMENT

The Mayor's budget provides an increase of $2,340,939 or 4.1%. Our recommended reductions, which total $14,268, would still allow an increase of $2,326,671 or 4.1% in the Department's operating budget.

Department: LHP - Light, Heat and Power

Page No.	Object	Account Title	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1331	001	Permanent Salaries - Misc. * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$462,923	$451,599	*
1333	001	Attrition Savings Increase in Attrition Savings to offset the effect of the Department's upward substitution of positions, which would result in increased salary and fringe benefit costs made during previous years, without budgetary approval by the Board of Supervisors. This recommendation will allow the Department to continue to maintain the existing filled positions, at the higher salary and fringe benefit cost, but will not result in additional expenditures for the Department because an offsetting amount will be eliminated from the budget by an increase in Attrition Savings.	9999M	0.00	(0.19)	0	(11,324)	$11,324
1331	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				121,019	118,075	2,944
		Total Recommended Reductions						$14,268

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

DEPARTMENT: PAB BOARD OF APPEALS

FINANCIAL DATA:

The Board of Appeals' proposed $359,795 budget for FY 2000-01 is $12,081 or 3.47 percent more than the original FY 1999-2000 budget of $347,714. The net increase from the revised FY 1999-2000 budget is $12,081 or 3.47 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Appeals Processing	$ 347,714	$ 347,714	$ 359,795	$ 12,081
Total Expenditures	$ 347,714	$ 347,714	$ 359,795	$ 12,081

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 4.33 FTEs, which is unchanged from the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Appeals Processing	4.33	4.33	4.33	-
Total	4.33	4.33	4.33	-

Department: PAB BOARD OF APPEALS (continued)

DEPARTMENT REVENUES

Department revenues have remained the same. General Fund support has increased by $12,081 or 4.0 percent.

DESCRIPTION

The Board of Appeals proposes increasing Permanent Salaries and Mandatory Fringe Benefits by $12,603 to cover the expense of step increases for existing employees.

RECOMMENDATIONS

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-2001

DEPARTMENT: PRT PORT

FINANCIAL DATA:

The Port's proposed $50,785,684 budget for FY 2000-0 is $1,441,209 or 2.92 percent more than the original FY 1999-00 budget of $49,344,475. The net increase from the revised FY 1999-00 budget is $1,199,962 or 2.42 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budg Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
Port-Maritime	$1,397,044	$1,402,894	$1,556,647	$159,603
Port-Finance and Administration	18,766,822	18,760,972	19,697,413	930,591
Port-Planning and Development	1,630,432	1,630,432	1,965,017	334,585
Port-Facilities and Operations	13,847,919	14,039,926	14,545,866	697,947
Port-Real Estate and Asset Mgmt.	5,110,965	5,195,205	6,099,261	988,296
Total Operating Expenditures	$40,753,182	$41,029,429	$43,864,204	$3,111,022
Capital Improvements & Fac. Maint.	8,591,293	8,556,293	6,921,480	(1,669,813)
Total Expenditures	$49,344,475	$49,585,722	$50,785,684	$1,441,209
Interdepartmental Recoveries	(238,675)	(379,922)	$163,500	$402,175
Net Expenditures	$49,105,800	$49,205,800	$50,949,184	$1,843,384

Department: PRT - Port (continued)

Of the $3,111,022 increase in the Port's operating budget, major changes are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase (Decrease)
Permanent Salaries	$13,858,148	$15,055,752	$1,197,604
Mandatory Fringe Benefits	3,725,467	4,135,647	410,180
Professional & Specialized Services	1,128,900	1,327,000	198,100
Rents & Leases-Equipment	80,950	542,870	461,920
Services of Other Departments	4,945,710	5,700,461	754,751
Materials & Supplies	1,768,178	1,918,769	150,591
Interdepartmental Recovery	(238,675)	163,500	402,175
Equipment Purchase	1,621,441	1,136,900	(484,541)
Total	$26,890,119	$29,980,899	$3,090,780

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 230.47 FTEs, which is 4.67 FTEs more than the 225.8 FTEs in the original FY 2000-01 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Increase (Decrease) From 1999-00 Original Budget
Port-Maritime	10.78	10.78	11.54	0.76
Port-Finance and Administration	47.26	47.26	47.04	(0.22)
Port-Planning and Development	15.98	15.98	16.37	0.39
Port-Facilities and Operations	130.11	130.11	133.78	3.67
Port-Real Estate and Asset Mgmt.	21.67	21.67	21.74	0.07
Totals	225.80	225.80	230.47	4.67

The Port's budget contains a total of seven new positions (5.25 FTEs) for FY 2000-01, including five administrative positions (including one Assistant Superintendent of Harbor Maintenance) and two craft positions.

Department: PRT - Port (continued)

The Port's proposed new positions are as follows:

Name	Classification	No. of Positions	Annual Salary at Top Step	Annualized No. of Positions	Total Annual Salaries
Special Assistant XVII	1376	0.75	$104,442	1.0	$104,442
Senior Clerk Typist	1426	0.75	41,496	1.0	41,496
Prin. Admin Analyst	1824	0.75	78,312	1.0	78,312
Gen. Laborer Superv	7215	0.75	45,656	1.0	45,656
Elevator & Crane Technician	9354	0.75	71,162	1.0	71,162
Asst Superintendent, Harbor Maintenance	9363	0.75	86,320	1.0	86,320
Devel. Project Coord	9378	0.75	81,432	1.0	81,432
		5.25		7.0	$508,820

The Budget Analyst is recommending approval of six of the seven new positions shown above. The Budget Analyst is recommending disapproval of the Senior Clerk Typist position and the elimination of a Special Assistant XVI position that has been vacant since July of 1998.

DEPARTMENT REVENUES

Department revenues have decreased by $593,225 or 0.99 percent. Major revenue changes are as follows:

Revenue Source	FY 1999-00 Budget	FY 2000-01 Budget	Increase
Rent Parking	$3,063,000	$4,389,000	$1,326,000
Percentage Rental	10,525,000	11,027,000	502,000
Cargo Services	2,565,000	2,938,000	373,000
Commercial Rentals	17,744,141	16,867,000	(877,141)
Fund Balance	6,117,802	6,455,772	337,970
Total	$40,014,943	$41,676,772	$1,661,829

According to the Department, Commercial Rentals revenue is decreasing because (1) the Ferry Building will be under development beginning in January 2001, (2) the China Basin Ballpark parking site ended as of April 2000, and (3) the termination of Unisource Worldwide, which provided warehousing services at Pier 31.

Department: PRT - Port (continued)

DESCRIPTION

The Port reports that as of May 31, 2000, $5,341,594 has been allocated to the Port's Bond Reserve Fund. Additionally, the Port has unappropriated revenue of $17,096,000.

COMMENTS

1. The Board of Supervisors approved a 50-year lease between AMB Property Corporation and the Port of San Francisco for the development of Pier 1 as a maritime office project in April of 1999, with AMB as the lessee and the Port as the lessor. The subject lease included a sublease for a portion of Pier 1, with AMB as the sublessor and the Port as the sublessee, to provide office space for the Port. Under the rental provisions of the sublease agreement, the Port was obligated to pay to AMB annual rent on a sliding scale in the maximum amount of $922,974 and in the minimum amount of $120,749, depending on the following three factors:

    a. Whether the contractor used up to a 15 percent contingency on the construction and design costs of the project;

    b. Whether the Port would receive the Historic Tax Credit , valued at $3,031,608;

    c. Whether the cost of tenant improvements for the space to be subleased by the Port would be completed at $40 per square foot included in the base rent, but increasing up to $65.00 per square foot.

2. With respect to the foregoing factors, the Port reports the following:

    a. The amount of the 15 percent contingency actually used in construction and design of the project will not be known until the entire project, not just the Port's subleased portion of Pier 1, is completed;

    b. The Port did receive the Historic Tax Credit, which is being passed along to the Developer;

    c. Due to an increase in construction costs, the Port has negotiated a $65 per square foot tenant improvement cost.

3. The Port reports that, based on the foregoing factors, the annual rent is currently estimated at $644,000 per year ($322,000 semiannually), although according to Mr. Ben Kutnick, the Port's Director of Finance and Administration, the exact amount is not known at this time. Mr. Kutnick reports that the provisions of the sublease between the Port and AMB require that the Port pay only the base rent amount of $213,103 annually ($106,552 semiannually) until the entire project is completed and the amount of the contingency fund used by the contractor, if any, is determined.

Department: PRT - Port (continued)

4. Currently, the Port is requesting $322,000 for rental of Pier 1 in its FY 2000-01 budget, based on six months usage beginning January 1, 2001. The Budget Analyst recommends that sum of $215,448, which represents the difference between the $322,000 currently budgeted and the six-month required rent of $106,552, be placed on reserve, pending a report by the Port on the full rental costs of Pier 1 and the basis for the increase in tenant improvements to $65 per square foot.

5. In the December 15, 1999, report to the Finance Committee concerning the ground lease for the rehabilitation of the Ferry Building between Ferry Building Investors, LLC, and the Port, the Budget Analyst recommended that the Port reduce their annualized expenditures by $1,056,000 to reflect savings associated with Ferry Building costs. Accordingly, the Port has deleted $528,200 from its FY 2000-01 budget request to reflect six months of savings in costs associated with the Ferry Building, commensurate with the Port's expected move to Pier 1 in January of 2001.

6. The Mayor's budget provides an increase of $1,441,209 or 2.92 percent. Our recommended reductions, which total $1,004,000, would still allow an increase of $437,209 or 0.89 percent in the Department's budget.

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Maritime - (RKD)								
1346	001	Permanent Salaries - Misc.				$796,334	$765,092	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1374	001	Senior Clerk Typist	1426N	0.75	0	31,242	0	$31,242
		To eliminate one requested new Senior Clerk Typist position for administrative support not sufficiently justified, as agreed to by the Department.						
1346	009	Premium Pay				6,214	2,000	4,214
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						
1346	011	Overtime				5,849	1,500	4,349
		To reduce the Overtime budget to funding required for the Executive Secretary.						
1346	013	Mandatory Fringe				183,900	175,007	8,893
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

epartment: PRT - Port Commission

age No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
46	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				$32,400	$29,200	$3,200
46	025	Entertainment and Promotion Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				182,700	172,700	10,000
46	027	Professional & Specialized Services Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.				242,600	212,000	30,600
46	029	Maintenance Services - Equipment Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.				6,450	4,500	1,950

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Finance and Administration (BKO)								
1348	001	Permanent Salaries - Misc.				$3,086,662	$3,054,581	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1376	001	Attrition Savings	9993M	(0.81)	(1.31)	(51,971)	(84,052)	32,081
		To restore Attrition Savings to the FY 1999-00 level.						
1348	009	Premium Pay				33,035	27,500	5,535
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
1348	013	Mandatory Fringe				1,296,764	1,287,925	8,839
		Corresponds to reduction in salaries						
1348	021	Travel				64,000	58,000	6,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

ge No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
8	025	Entertainment and Promotion				$159,000	$149,500	$9,500
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
8	027	Professional & Specialized Svcs.				515,900	490,000	25,900
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
3	029	Maintenance Services - Equip.				166,129	156,129	10,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
9	040	Materials and Supplies				319,933	299,933	20,000
		To reduce the budget for Materials and Supplies to the minimum essential for effective operations.						
9	060	Equipment Purchase				525,000	490,000	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1386	060	Equipment Purchase	06000			$0	($35,000)	$35,000
		To reduce the budget for equipment to the minimum essential required for effective operations.						
Facilities & Maintenance (BKY)								
1352	021	Travel				11,690	9,690	2,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1352	028	Maintenance Services - Buildings &				300,000	280,000	20,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1352	040	Materials and Supplies				1,555,936	1,505,936	50,000
		Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
1353	060	Equipment Purchase				611,900	561,900	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

partment: PRT - Port Commission

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
87	060	Equipment Not Detailed	06000			$0	($50,000)	$50,000
		To reduce the equipment budget commensurate with the minimum essential for effective operations.						
al Estate and Asset Management								
72	001	Permanent Salaries - Misc.				1,558,053	1,458,411	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual						
34	001	Special Assistant XVI	1375A	2.00	1.00	199,284	99,642	99,642
		To eliminate a position that has been vacant since July of 1998.						
32	009	Premium Pay				23,347	18,347	5,000
		Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
32	013	Mandatory Fringe				358,366	332,010	26,356
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PRT - Port Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1372	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000				$11,700	$5,000	$6,700
1372	031	Rents & Leases - Equipment *The Budget Analyst recommends that the amount of $215,448 for rental of Pier 1 be placed on reserve, pending a report by the Port on the full rental costs of Pier 1 and the basis for the increase in tenant improvements to $65 per square foot.				332,000	215,448 *	
1372	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000				49,000	39,000	10,000
1372	081	Services of Other Depts. To reduce budgeting for Light, Heat & Power by, as recommended by the Department of Light, Heat & Power.				1,588,699	1,101,700	486,999
		Total Recommended Reductions						$ 1,004,000
		Total Recommended Reserves						$215,448

DEPARTMENT: PTC PARKING AND TRAFFIC COMMISSION

FINANCIAL DATA:

The Parking and Traffic Commission proposed $64,708,142 budget for FY 2000-01 is $7,466,104 or 13.04 percent more than the original FY 1999-2000 budget of $57,242,038. The net increase from the revised FY 1999-2000 budget is $7,391,762 or 12.90 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Departmental Administration	$ 3,436,941	$ 3,436,941	$ 3,754,851	$ 317,910
Enforcement	23,205,063	23,172,147	25,416,366	2,211,303
MRD-Construction Division	-	-	-	-
Parking	6,751,920	6,751,920	6,726,855	(25,065)
Parking Citation Division	11,382,788	11,382,788	10,347,458	(1,035,330)
Residential Permit Parking	718,813	718,813	846,696	127,883
Traffic Engineering & Operation	9,912,513	9,709,564	10,329,493	416,980
Total Operating Expenditures	$ 55,408,038	$ 55,172,173	$ 57,421,719	$ 2,013,681
Capital Improvements & Fac. Maint.	1,834,000	2,144,207	7,286,423	5,452,423
Total Expenditures	$ 57,242,038	$ 57,316,380	$ 64,708,142	$ 7,466,104
Less Work Order Recoveries	(286,500)	(286,500)	(198,000)	88,500
Net Expenditures	$ 56,955,538	$ 57,029,880	$ 64,510,142	$ 7,554,604

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 554.55 FTEs, which is 8.67 FTEs more than the 545.88 FTEs in the original FY 1999-2000 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Departmental Administration	25.73	25.73	27.35	1.62
Enforcement	350.52	350.52	366.15	15.63
Parking	35.50	35.50	35.55	0.05
Parking Citation Division	56.90	56.90	48.12	(8.78)
Residential Permit Parking	11.50	11.50	12.53	1.03
Traffic Engineering & Operation	65.73	65.73	64.85	(0.88)
Total	545.88	545.88	554.55	8.67

DEPARTMENT REVENUES

Department revenues have increased by $6,773,530 or 25.6 percent and General Fund support has decreased by $2,700,260 or 7.6 percent.

DESCRIPTION

The proposed Parking and Traffic Department budget for FY 2000-01 has increased by $7,466,104. Major increases include:

1. The budget for Salaries and Benefits has increased $1,666,816 or 5.5 percent from $30,152,668 in FY 1999-00 to $31,819,484 in FY 2000-01. New positions include:

   - An increase of 20.25 new positions which results in an annualized increase of 27 FTE positions to provide improved enforcement of the Residential Permit Parking Program. The number of FTE positions and annualized cost for each classification is shown below:

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

- An increase of 18 new Parking Control Officer positions which results in an annual increase of 24 new FTE positions. The annualized cost for each of these 24 new Parking Control Officer FTEs for Permanent Salaries and Fringe Benefits is $48,770 at the top step.
- An increase of 1.5 new Senior Parking Control Officer positions, which results in an annual increase of 2 new FTE positions. The annualized cost for each of these 2 new Senior Parking Control Officer FTEs for Permanent Salaries and Fringe Benefits is $58,241 at the top step.
- An increase of 0.75 new Communications Dispatcher I position which results in an annual increase of 1 new FTE position. The annualized cost for this new Communication Dispatcher I FTE for Permanent Salaries and Fringe Benefits is $50,875 at the top step.

The total FY 2000-01 expenditures for the improved enforcement of the Residential Permit Parking Program is $2,044,171 including $849,298 in Salaries, Mandatory Fringe Benefits, one time start up costs for equipment of $746,200 and $448,673 in increased operating costs, primarily for materials and supplies and citation processing.

- An increase of 2.25 new positions which results in an annual increase of 3 FTE positions to expand the Red Light/Livable Street Program, which is intended to improve the safety of pedestrians and avoid the loss of life in traffic accidents. The positions and annualized cost for each classification is shown below:

  - An increase of 0.75 new position a Junior Engineer position which results in an annual increase of 1 new FTE position. The annualized cost for this new Junior Engineer FTE for Permanent Salaries and Fringe Benefits is $68,699 at the top step.
  - An increase of 1.50 new Associate Transportation Engineer positions which results in an annual increase of 2 new FTE positions. The annualized cost for each of these 2 new Associate Transportation Engineer FTEs for Permanent Salaries and Fringe Benefits is $90,272 at the top step.

- An increase of 3 new Painter positions which results in an annual increase of 4 FTE positions to complete street painting projects. The annualized cost for each of the 4 new Painter FTEs for Permanent Salaries and Fringe Benefits is $66,528 at the top step.

- A reclassification of 53 various positions throughout the Department at an annualized cost of Permanent Salaries and Fringe Benefits of $266,705 at the top step. To offset these costs the Department is deleting 5.5 positions with annualized savings of $258,928 for Permanent Salaries and Fringe Benefits at the top step. The net cost for the various departmental substitutions is $7,778 in Permanent Salaries and Fringe Benefits.

- An increase of 0.75 for a new Principal Administrative Analyst which results in an annual increase of 1 new FTE position, to develop a city-wide parking plan that will assess the need for

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

increased parking services and recommend appropriate solutions. The annualized cost for this new Principal Administrative Analyst FTE for Permanent Salaries and Fringe Benefits is $99,053 at the top step.

2. Non labor costs have decreased by $215,522 or 1.2 percent from $17,750,152 to $17,534,630. Major changes include:

   - A decrease for the PRWT contract (see Comment #1) for citation processing of $658,412 or 8.4 percent from $7,798,032 to $7,139,620.
   - An increase for the Red Light Program/ Livable Streets Program of $41,597 or 1.8 percent from $2,350,928 to $2,392,525.

3. Services of Other Departments has decreased by $456,647 or 6.8 percent from $6,714,897 to $6,258,250. Within the $456,647 decrease in Services of Other Departments, Workers Compensation costs have decreased by $246,945, and City Attorney costs have increased by $107,092.

4. Equipment costs have increased $1,019,034 or 128.9 percent from $790,321 to $1,809,355. Major equipment purchases include replacement of 20 Parking Control Vehicles for $370,000 and new vehicles and held ticket writing equipment for additional Parking Control Officers at a cost of $806,000. Equipment lease finance costs has increased from $218,377 to $379,830.

5. Capital Improvements Projects have increased by $5,452,423 or 297.3 percent from $1,834,000 to $7,286,423. The major change is $6,505,183 to complete the funding for North Beach Parking Garage.

COMMENTS

1. The Department is proposing to hire 24 new Parking Control Officers (PCO) to increase enforcement of Neighborhood parking violations, especially the Residential Permit Parking (RPP) Program. Under this increased enforcement, Parking Control Officers would patrol all Residential Permit Parking areas in a continuous pattern. With this increased enforcement, if the RPP area has a 2 hour parking limit the patrol pattern of the PCO would result in the PCO coming back to the same area every 2 hours during the day, or 100 percent enforcement of the RPP Program. As noted above, the total FY 2000-01 expenditures for the improved enforcement of the Residential Permit Parking Program is $2,044,171.

   The Controller has certified $2,000,000 in additional revenue as a result of this increased staff, which would all go to Muni. However, the net impact to Muni is an increase of $1,000,000 in revenue since Proposition E requires a reduction in the Base Amount of General Fund support to Muni equal to 50 percent of the increased revenue resulting from newly created positions. Therefore, the net increased

Department: PTC PARKING AND TRAFFIC COMMISSION (continued)

cost to the General Fund of the increased staffing of the Residential Permit Parking Program is $1,044,171 ($2,044,171 in increased General Fund expenditures less $1,000,000 in the reduction to the Muni baseline).

Originally, the Budget Analyst recommended a reduction of one half of the requested PCOs that would have reduced the budget request by $782,012 and provided a net General Fund savings of $282,012. However, approval of this recommendation would reduce Muni FY 2000-01 revenue by $500,000. The Budget Analyst notes that the reduction in Muni baseline revenue of $500,000 would have to be offset by a $500,000 reduction in Muni expenditures.

Because the original recommendation of the Budget Analyst to reduce the enhanced Residential Permit Parking (RPP) Program by one half (producing a General Fund FY 2000-01 savings of $282,012) would also, result in a reduction of Muni revenue of $500,000, the Budget Analyst now considers the proposed program to increase enforcement of Neighborhood parking violations to be a policy matter for the Board of Supervisors.

2. Projected revenues resulting from the PRWT contract continue to be less than DPT's original estimate. Revenue from the PRWT contract includes (a) processing of all citations issued by the Department, b) special collection of citations given to vehicles with Out-of-State licenses, (c) to vehicles with owners that have relocated, (d) transferred vehicle ownership, and (e) received citations in rental cars. For collection of b through e, PRWT receives 34 percent of the revenue collected and the Department receives 66 percent. The additional Departmental revenue from these Special Collections was a significant portion of the DPT justification for this contract. However, Departmental revenue for Special Collections is estimated to be $3,000,000 in FY 2000-01, which is $811,000 or 21.3 percent less than the original DPT estimated annual revenue of $3,811,500. As stated last week, the Budget Analyst has requested that the DPT provide a written report on the total costs paid to PRWT in FY 1999-00 and the total revenues which the City realized as a result of this contract. However as of the writing of this report the DPT was still preparing their report. We will prepare a separate report on this issue for the Committee for distribution on Thursday at the Finance and Labor Committee meeting.

3. Within the net increase of 8.67 FTEs, there is a total of 26.25 new FTEs (35 on an annualized basis). We are recommending approval of 15.75 FTEs (21 on an annualized basis) and disapproval of 10.50 FTEs (14 on an annualized basis). In addition, the Department is deleting 5.5 FTE positions, increasing Attrition Savings by 6.08 FTE positions and 6.0 FTEs positions are Project Funded (not included in position total).

4. The Mayor's budget provides an increase of $7,466,104. Our recommended reductions, which total $815,184, would still allow an increase of $6,650,920 or 11.6 % in the Departments budget.

Department: PTC- Parking and Traffic Commission

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Departmental Administration (BKF)								
1400	001	Permanent Salaries - Misc.				$ 1,581,241	$ 1,511,210	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
1424	001	Principal Administrative Analyst	1824N	0.75	0.00	60,575	0	60,575
		The department has not adequately justified this position. The department currently has 3 1824 Principal Administrative Analyst positions. In addition, the Parking Authority which this position will support has two positions that can perform the functions requested of this position, a Parking Director whose annual salary is $78,280 and a Parking Authority Assistant Director whose annual salary is $66,606. Overall, we are recommending approval of 15.75 of the 26.25 requested new FTE positions.						
1423	001	Special Assistant X	1369S	(1.00)	0.00	(65,160)	0	(65,160)
1423	001	Special Assistant XI	1370S	1.00	0.00	70,094	0	70,094
1424	001	Executive Secretary II	1452S	1.00	0.00	54,381	0	54,381
1424	001	Executive Secretary III	1454S	(1.00)	0.00	(60,254)	0	(60,254)
1424	001	Junior Administrative Analyst	1822S	0.00	1.00	0	58,708	(58,708)
1424	001	Senior Administrative Analyst	1823S	1.00	0.00	69,103	0	69,103
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.						
1400	013	Mandatory Fringe Benefits				406,838	388,630	18,208
		Corresponds to reduction in salaries.						
1400	040	Materials and Supplies				61,140	50,000	11,140
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						

partment: PTC- Parking and Traffic Commission

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ffic Engineering & Operations (BKG)								
7	001	Permanent Salaries - Misc.				$ 3,547,580	$ 3,422,580	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
	001	Attrition Savings - Misc.	9993M			(214,917)	(339,917)	125,000
		To increase Attrition Savings - Misc. to provide for the same amount of Permanent Salaries - Misc. as in the FY 1999-00 budget adjusted for salary increases.						
	013	Mandatory Fringe Benefits				904,073	871,573	32,500
		Corresponds to reduction in salaries.						
	040	Materials and Supplies				788,825	738,825	50,000
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.						
ing (BKP)								
	001	Permanent Salaries - Misc.				1,938,435	1,913,435	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
	001	Attrition Savings - Misc.	9993M			(79,316)	(104,316)	25,000
		To increase Attrition Savings to actual FY 1999-00 expenditure level adjusted for salary increase.						
	013	Mandatory Fringe Benefits				494,549	488,049	6,500
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings	
1416	040	Materials & Supplies				$ 187,798	$ 157,798	$ 30,000	
		Reduce to actual FY 1999-00 expenditure level adjusted by a cost of living factor for FY 2000-01.							
Enforcement (BKQ)									
1418	001	Permanent Salaries - Misc.				13,566,144	13,339,187	*	
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.							
1430	001	Clerk Typist	1424S	0.00	1.00	0	38,028	(38,028)	
1430	001	Storekeeper	1934S	1.00	0.00	39,985	0	39,985	
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.							
1430	001	Communications Dispatcher I	1704N	0.75	0.75	24,978	24,978	*	
1431	001	Parking Control Officer	8214N	18.00	18.00	579,733	579,733	*	
1431	001	Senior Parking Control Officer	8216N	1.50	1.50	69,335	69,335	*	
1418	013	Mandatory Fringe Benefits				175,252	175,252	*	
1438	060	PCO Vehicles	PK004N	13	13	481,000	481,000	*	
1438	060	PCO Start-Up Supplies	PK005N			265,200	265,200	*	

* The total FY 2000-01 expenditures for the improved enforcement of the Residential Permit Parking Program is $1,595,498 as shown above. Because any General Fund reduction to this program will be partially offset by a decrease to the Muni General Fund baseline allocation and a further decrease to Muni FY 2000-01 revenue, the Budget Analyst considers the approval of this program to be a policy matter for the Board of Supervisors.

partment: PTC- Parking and Traffic Commission

ge o.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1	001	Attrition Savings - Misc.	9993M			$ (1,250.875)	$ (1,475.875)	$ 225.000
		Increase Attrition Savings to actual FY 1999-00 expenditure level adjusted for salary increases.						
8	011	Overtime				483.416	483,416	*
		To reserve $161,139 which is one-third of the overtime budget per the direction of the Finance Committee.						
3	013	Mandatory Fringe Benefits				4.026.023	3.967.014	59,009
		Corresponds to reduction in salaries.						
	060	Equipment Purchase				1,282,025	1.222.225	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						
	060	PCO Start-Up Supplies	PK005N			325,000	265.200	59.800
		Reduce by $59,800 based on manufacturer's quoted price.						
1	081	Services of Other Departments				2,959,676	2,959,676	*
		To reserve $724,685 which is one-third of the Worker's Compensation budget of $2,174,055 pending Departmental report to the Board of Supervisors on measures being taken to reduce Worker's Compensation costs and claims, including actions related to Light Duty.						

Department: **PTC- Parking and Traffic Commission**

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Parking Citation Division (BKS)								
1421	001	Permanent Salaries - Misc.				$ 2,122,735	$ 2,042,545	*
		* The recommended reduction in Permanent Salaries-Misc. is the total of the following specific recommendations.						
1434	001	Special Assistant II	1361S	3.00	0.00	109,325	0	109,325
1434	001	Special Assistant V	1364S	1.00	0.00	45,211	0	45,211
1434	001	Junior Clerk	1402S	1.00	0.00	33,617	0	33,617
1434	001	Clerk	1404S	(11.00)	(10.00)	(402,226)	(365,660)	(36,566)
1434	001	Principal Clerk	1408S	(2.00)	1.00	(99,911)	49,956	(149,867)
1434	001	Junior Management Assistant	1840S	4.00	2.00	191,156	95,578	95,578
1434	001	Traffic Survey Technician	5302S	0.00	3.00	0	147,108	(147,108)
		To disapprove upward reclassifications since the Department has not obtained Department of Human Resources approval.						
1435	001	Attrition Savings -Misc.	9993M			(127,094)	(257,094)	130,000
		Increase Attrition Savings to correspond with FY 1999-00 spending level.						
1421	013	Mandatory Fringe Benefits				582,629	561,780	20,849
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						**$ 815,184**
		Total Recommended Reserves						**$ 885,824**

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-2001

DEPARTMENT: PUC PUBLIC UTILITIES COMMISSION

FINANCIAL DATA:

The Public Utilities Commission's proposed $83,863,484 budget for FY 2000-01 is $6,379,179 or 8.23 percent more than the original FY 1999-00 budget of $77,484,305. The net increase from the revised FY 1999-00 budget, including transfers to capital projects, is $7,734,178 or 10.16 percent.

SUMMARY OF PROGRAM EXPENDITURES:

	Fiscal Year 1999-00		Mayor's Budg Fiscal Year	Proposed Incr (Decr) From1999-00
Program Expenditures	Original	Revised	2000-01	Original Budget
City Capital Projects		($35,000)		
Water Pollution Control		(30,000)		
Environmental Regulation and Management	$6,593,159	6,584,009	$6,899,379	$306,220
Water Quality	13,454,001	13,621,001	14,041,946	587,945
Customer Services	8,970,372	8,970,372	9,353,328	382,956
Water Capital Projects		(38,120,237)		
Water Facilities Maintenance Projects		(147,500)		
Water Programmatic Projects	2,059,000	2,059,000	2,059,000	
Hetch Hetchy Capital Projects		(6,604,636)		
PUC General Management	11,060,208	9,547,358	9,783,569	(1,276,639)
PUC Management Information	6,221,418	6,221,418	8,621,267	2,399,849
PUC Finance	4,083,496	4,083,496	4,730,244	646,748
PUC Engineering	20,600,340	20,600,340	23,584,437	2,984,097
PUC Personnel	3,491,289	3,491,289	3,795,563	304,274
PUC Land Management	951,022	951,022	994,751	43,729
Total Operating Expenditures	$77,484,305	$31,191,932	$83,863,484	$6,379,179
Capital Improvements & Fac. Maint.		44,937,374		$0
Total Expenditures	$77,484,305	$76,129,306	$83,863,484	$6,379,179
PUC Work Order Recoveries	(77,484,305)	(76,129,305)	(83,863,484)	($6,379,179)
Net Expenditures	0	1	0	0

Department: PUC – Public Utilities Commission (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 444.5 FTEs, which is 31.54 FTEs more than the 412.96 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

	Fiscal Year 1999-00		Mayor's Budget Increase (Decrease) Fiscal Year	From 1999-00
Full Time Equivalents	Original	Revised	2000-01	Original Budget
Environmental Regulation and Management	51.89	51.89	53.85	1.96
Water Quality	111.78	111.78	113.11	1.33
Customer Services	98.61	98.61	100.94	2.33
PUC General Management	22.92	22.92	26.16	3.24
PUC Management Information	42.69	42.69	59.02	16.33
PUC Finance	38.46	38.46	42.67	4.21
PUC Personnel	38.75	38.75	41.88	3.13
PUC Land Management	7.86	7.86	6.87	(0.99)
PUC Engineering*	230.73	230.73	245.48	*
Total Expenditures	412.96	412.96	444.50	31.54

* Increase of 14.75 not shown in the totals because the positions are bond funded and zeroed out in the budget.

The PUC's budget request contains a total of 60 new positions on an annualized basis for FY 2000-01, allocated as shown in the Attachment to this report.

DEPARTMENT REVENUES

The Public Utilities Commission is funded solely through transfers from its operating departments, including the departments of Water, Clean Water, Hetch Hetchy, and Light, Heat & Power.

Department: **PUC – Public Utilities Commission (continued)**

DESCRIPTION

The Public Utilities Commission (PUC) is comprised of 9 bureaus that provide administrative and technical support to four operating departments: the Water Department, Hetch Hetchy, Clean Water Program and Light, Heat & Power. The budgets of the Bureaus of the PUC are funded through allocations from each of the four operating departments.

COMMENT

The Mayor's budget provides an increase of $6,379,179. Our recommended reductions, which total $1,855,842 would still allow an increase of $4,523,337, or 5.84% in the Department's budget.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS

Department: PUC - Public Utilities Commission 2000-01

ATTACHMENT

CLASS	TITLE	# POSITIONS	# POSITIONS ANNUALIZED	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: BCR - General Management					
NEW POSITIONS					
5138	Program Manager I	0.75	1	$94,978	$94,978
6130	Safety Analyst	1.50	2	$78,702	157,404
	SUBTOTAL	2.25	6		$252,382
PROG: BCT- Finance					
1824	Principal Admin. Analyst	2.25	3	$78,312	234,936
	SUBTOTAL	2.25	3		$234,936
PROG: BCS - PUC Management Information					
NEW POSITIONS					
1013	Technician-Senior	0.75	1	54,574	54,574
1022	Administrator II	0.75	1	57,044	57,044
1023	Administrator III	2.25	3	69,316	207,948
1042	Engineer-Journey	1.50	2	76,440	152,880
1043	Engineer-Senior	1.50	2	84,656	169,312
1053	Business Analyst-Senior	1.50	2	71,032	142,064
1054	Bus Analyst-Principal	1.50	2	82,212	164,424
1063	Programmer Analyst-Senior	0.75	1	64,116	64,116
1071	Information Services Mana	0.75	1	111,878	111,878
	SUBTOTAL	11.25	15		$1,124,240
PROG: BCU - Admin-Personnel Fund					
NEW POSITIONS					
1314	Public Relations Officer	0.75	1	60,762	60,762
1410	Chief Clerk	0.75	1	57,044	57,044
1426	Senior Clerk Typist	1.50	2	41,496	82,992
1632	Senior Account Clerk	0.75	1	45,136	45,136
1844	Senior Management Assistant	1.50	2	61,958	123,916
5201	Junior Engineer	0.75	1	54,314	54,314
5204	Assistant Civil Engineer	1.50	2	60,164	120,328
5208	Civil Engineer	1.50	2	82,628	165,256
5210	Senior Civil Engineer	0.75	1	95,654	95,654
5222	Assistant Water Purificat	0.75	1	60,164	60,164
5236	Assistant Electrical Engineer	0.75	1	60,164	60,164
5247	Associate Sanitary Engineer	0.75	1	71,370	71,370
5248	Sanitary Engineer	2.25	3	82,628	247,884
5249	Senior Sanitary Engineer	1.50	2	95,654	191,308
5254	Associate Mechanical Engineer	0.75	1	71,370	71,370
5258	Senior Mechanical Engineer	0.75	1	95,654	95,654
5270	Senior Architect	0.75	1	95,654	95,654
5344	Mechanical Engineering Ass	0.75	1	48,776	48,776
5366	Engineering Associate II	0.75	1	61,360	61,360
5381	Student Design Trainee II	0.75	1	37,206	37,206
5382	Student Design Trainer II	0.75	1	39,000	39,000
5504	Project Manager II	0.75	1	88,764	88,764
	SUBTOTAL	21.75	29		$1,974,076

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS

Department: PUC - Public Utilities Commission 2000-01

ATTACHMENT

CLASS	TITLE	# POSITIONS	# POSITIONS ANNUALIZED	MAX ANNUAL SALARY	TOTAL SALARIES
PROG: BCW - PUC Personnel					
NEW POSITIONS					
1204	Senior Personnel Clerk	0.75	1	46,800	46,800
1241	Personnel Analyst	0.75	1	56,914	56,914
1817	Procedural Writer	0.75	1	49,764	49,764
	SUBTOTAL	2.25	3		$153,478
PROG: Misc. Customer Service					
NEW POSITIONS					
1478	Senior Water Services	0.75	1	46,930	46,930
		0.75	1		$46,930
PROG: BAY - PUC-BERM-SPARC					
NEW POSITIONS					
2474	Senior Marine Biologist	0.50	1	74,932	74,932
5138	Program Manager I	0.50	1	94,978	94,978
5293	Planner IV, Transportation	0.50	1	79,872	79,872
5620	Regulatory Specialist	0.50	1	64,116	64,116
	SUBTOTAL	2.00	4		$313,898
PROG: BCD - Water Quality					
NEW POSITIONS					
2416	Bacteriological Laboratory	0.75	1	44,356	44,356
6106	Sanitary Engineering Tech	0.75	1	53,248	53,248
	SUBTOTAL	1.50	2		$97,604
	TOTAL NEW POSITIONS	41.75	60		$3,962,608

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
Environmental Regulation and Management (BAY)								
1447	001	Permanent Salaries • The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				$3,496,572	$3,416,744	•
1520	001	Senior Marine Biologist	2474N	0.50	0	38,640	0	38,640
1522	001	Planner IV, Transportation To eliminate two new position requests based on the Department's re-evaluation of its needs.	5293N	0.50	0	41,188	0	41,188
1447	013	Mandatory Fringe Benefits Corresponds to reduction in salaries.				830,628	809,873	20,755
1447	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				76,209	70,000	6,209
1448	049	Other Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				219,393	204,393	15,000
1448	060	Equipment Purchase • The recommended reduction in equipment is the total of the following specific recommendations.				68,000	49,000	•

rtment: PUC - Public Utilities Commission

Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
060	Sedan, Standard Size	VSCG	3.00	2.00	$57,000	$38,000	$19,000
	To eliminate one of three sedans requested by the Division.						
r Quality (BCD)							
011	Overtime				69,437	50,000	19,437
	Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
013	Mandatory Fringe Benefits				1,698,009	1,696,260	1,749
	Corresponds to reduction in salaries.						
027	Professional & Specialized Services				1,385,500	1,235,500	150,000
	To reduce funding for contractual services to the essential amount, as agreed to by the Department.						
029	Maintenance Services - Equipment				272,520	236,000	36,520
	Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
PUC General Management (BCR)								
1497	001	Permanent Salaries - Misc.				$1,720,607	$1,586,621	*
		* The recommended reduction in Permanent Salaries - Misc is the total of the following specific recommendations regarding individual classifications.						
1529	001	Program Manager I	5138N	0.75	0.00	73,110	0	73,110
	001	Safety Analyst	6130N	1.50	0.75	121,753	60,877	60,876
		To eliminate two position requests not sufficiently justified. The Department currently has a Program Manager I position that is being substituted for by a "Public Relations Officer." With respect to the Safety Analyst positions, the Department has two such positions, one of which is currently vacant, a Safety Officer, an Industrial Hygienist, and a Manager of Health and Safety. In addition, the Department is authorized a Health Educator and Senior Health Educator.						
1497	013	Mandatory Fringe Benefits				414,588	379,752	34,836
		Corresponds to reduction in salaries.						
1497	022	Training				50,615	42,000	8,615
		The Department's Training budget includes $30,640 in "To Be Determined" training. This recommendation would reduce that amount by 50 percent.						
1497	027	Professional & Specialized Services				1,199,761	799,761	400,000
		To eliminate consulting budget for a "To-Be-Determined" study for the PUCs "To-Be-Selected" new General Manager ($400,000).						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

rtment: PUC - Public Utilities Commission

e	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
7	049	Other Materials & Supplies Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				$174,058	$149,000	$25,058
		Engineering (BCU)						
3	021	Travel Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				20,082	10,000	10,082
	022	Training Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				62,766	40,000	22,766
	027	Professional & Specialized Services To reduce funding for a Records Management Program to the amount required for digitizing plans ($130,000) and consultant implementation services and staff development for a digital library ($30,000). The other resources requested in Professional & Specialzed Services, such as workstations and a $45,000 server, need to be requested in other budget categories.				260,644	160,000	100,644
	035	Other Current Expenses Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.				176,104	125,000	51,104

Department: PUC - Public Utilities Commission

Page No.	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
1514	060	Equipment Purchase				$176,500	$138,500	•
		• The recommended reduction in equipment is the total of the following specific recommendations						
1551	060	Equipment Not Detailed				0	(38,000)	38,000
		To reduce the Equipment Purchase budget to the minimum essential. The original Equipment Purchase for FY 1999-00 was $6,500.						
PUC-Engineering Personnel Fund								
1514	001	Permanent Salaries - Misc.				16,921,408	16,423,961	•
		• The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1535	001	Senior Clerk Typist	1426N	1.50	0.75	62,483	31,242	31,241
1536	001	Senior Management Asst.	1844N	1.50	0.75	93,294	46,647	46,647
1536	001	Junior Engineer	5201N	0.75	0.00	42,012	0	42,012
1536	001	Asst. Civil Engineer	5204N	1.50	0.75	93,075	46,538	46,537
1536	001	Civil Engineer	5208N	1.50	0.00	127,827	0	127,827
1536	001	Senior Civil Engineer	5210N	0.75	0.00	73,989	0	73,989
1537	001	Assoc. Sanitary Engineer	5247N	0.75	0.00	55,205	0	55,205
1537	001	Sr. Sanitary Engineer	5249N	1.50	0.75	147,979	73,990	73,989
		To eliminate nine (6.75 FTE) of 29 (21.75 FTE) requested new positions, as agreed to by the Department based on an evaluation of their updated						
1514	013	Mandatory Fringe Benefits				2,583,648	2,454,312	129,336
		Corresponds to reduction in salaries.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

artment: PUC - Public Utilities Commission

ge	Object		Position/ Equip Number	Number From	Number To	Amount From	Amount To	Savings
7	001	Permanent Salaries - Misc.				$2,391,417	$2,347,393	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
9	001	Personnel Analyst	1241N	0.75	0.00	44,024	0	44,024
		To eliminate a new 1241, Personnel Analyst, position request not sufficiently justified. The Personnel Bureau is currently authorized six such positions, which is two more than were authorized in the Bureau's FY 1998-99 budget.						
7	013	Mandatory Fringe Benefits				648,197	636,751	11,446
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						$1,855,842

DEPARTMENT: TIS TELECOMMUNICATIONS & INFORMATION SERVICES

FINANCIAL DATA:

The Department of Telecommunication & Information Services proposed $71,584,179 budget for FY 2000-01 is $11,352,201 or 18.85 percent more than the original FY 1999-00 budget of $60,231,978. The net increase from the revised FY 1999-00 budget is $7,260,179 or 11.29 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Application Development	$ 22,218,926	$ 23,775,695	$ 28,523,932	$ 6,305,006
Management/Administration	3,297,292	3,548,965	4,749,747	1,452,455
Network Data, Radio & Phone	30,150,610	32,116,830	34,387,516	4,236,906
Policy, Planning and Compliance	3,365,150	3,406,150	2,922,984	(442,166)
Total Operating Expenditures	$ 59,031,978	$ 62,847,640	$ 70,584,179	$ 11,552,201
Capital Improvements & Fac. Maint.	1,200,000	1,476,360	1,000,000	(200,000)
Total Expenditures	$ 60,231,978	$ 64,324,000	$ 71,584,179	$ 11,352,201
Less Work Order Recoveries	(55,628,828)	(56,765,103)	(67,635,195)	(12,006,367)
Net Expenditures	$ 4,603,150	$ 7,558,897	$ 3,948,984	$ (654,166)

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 355.34 FTEs, which is 41.51 FTEs more than the 313.83 FTEs in the original FY 1999-00 budget. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-2000 Original	Fiscal Year 1999-2000 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-2000 Original Budget
Application Development	156.43	156.43	178.36	21.93
Mangement/Administration	23.96	23.96	25.15	1.19
Network Data, Radio & Phone	118.68	118.68	135.10	16.42
Policy, Planning and Compliance	14.76	14.76	16.73	1.97
Total	313.83	313.83	355.34	41.51

DEPARTMENT REVENUES:

Department revenues have decreased by $457,500 or 22.60 percent. General Fund support has decreased by $196,666 or 7.63 percent.

DESCRIPTION:

The Department is organized into six divisions for this current year. Five of the six divisions – Applications Development, Administration, Network Engineering, Network Facilities, and Enterprise Computing – make up the Internal Services Fund that is supported by work orders from other departments. The sixth division – Policy, Planning and Compliance – includes the City's Television Station and is funded from General Fund sources. The division descriptions are as follows:

Applications Development: The Applications Development Division provides information systems planning, development, implementation, maintenance and enhancement services to help clients achieve their business objectives; provides education and technology training to DTIS and other City departments' employees; designs and maintains the City's web-site; and provides technical leadership in the practical application of new and emerging technologies.

Administration: The Administration Division provides administrative support for DTIS's human resources, budget, accounting, and contracts; provides telephone reception for the City's main information line; and consolidates and manages telephone billing services Citywide.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

Network Engineering: The Network Engineering Division provides network management services for the City's wide area network (WAN) including the Internet, Intranet and E911 system; maintains and upgrades the network infrastructure; provides consulting services to departments on design and implementation of local area networks (LANs), wide area networks (WANs), and telephony systems; and provides on-going support for local area networks of some of the smaller departments.

Network Facilities: The Network Facilities Division installs and maintains the data and voice infrastructure for City departments; provides routine and preventive maintenance of the City's public safety wire communications system; and provides radio installation and maintenance services for public safety and other major departments.

Enterprise Computing: The Enterprise Computing Division maintains round the clock operation of the City's mainframe computer services; houses and maintains servers for other departments; maintains disk, tape and CD-ROM data storage facilities; and ensures overall security and continued operation of the City's major systems in the case of an emergency.

Policy, Planning, and Compliance: The Policy, Planning and Compliance Division negotiates and manages the cable TV franchises; manages an annual $1.5 million contract for the construction, management, and operation of the public access cable television channel; oversees the use of the educational cable TV channel; directly manages and operates the public education and government TV channel, and cablecasts live coverage of Board of Supervisors and commission meetings; reviews and analyzes telecom related legislation; informs and updates policy makers on telecom related issues; and is responsible for development and implementation of a Citywide Strategic Telecommunications Plan.

Departmental Summary: The FY 2000-01 budget reflects the following changes:

Personnel

- DTIS has a net increase of 41.51 FTEs for all four budget programs; however, 38.35 or 92.39 percent of the net increase in FTEs is attributed to the two fastest growing (highest client demand) programs: 1) Applications Development and 2) Network Data, Radio & Phone.
- The total 41.51 increase in FTEs in the FY 2000-01 budget is explained as follows:
  - 29.46 increase due to new positions dedicated almost entirely to supporting increased client department work requests including: 20.89 increase in Applications Development, 5.27 increase in Network Data, Radio & Phone, 2.02 increase in Policy, Planning & Compliance, and 1.28 increase in Management / Administration;
  - 5.67 increase in existing, regular full-time positions related to the following: 7.84 increase in temporary – miscellaneous FTEs, 0.83 increase in Attrition Savings, and 3.00 decrease in Non-Operating Positions Offsets;
  - 3.00 increase due to the annualization of non-operating positions approved in last year's budget;
  - 2.68 increase due to the annualization of new positions approved in last year's budget;
  - 1.00 increase due to the annualization of E911, limited-duration positions; and
  - (0.30) net decrease as a result of position substitutions and reassignments.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

Expenditures

- The $11,352,201 increase in total expenditures can be explained as follows:

$ 4,354,855 increase due to salary and fringe benefits costs including as described below:
The increase is due to a $2,323,722 increase in permanent salaries, a $779,170 increase in temporary salaries, a $145,535 increase in premium pay, a $259,961 increase in overtime, and a $846,467 increase in fringe benefits.

$ 2,543,553 increase in Professional & Specialized Services as described below:
The increase is related primarily to the two fastest growing programs: 1) Applications Development and 2) Network Data, Radio and Phone. This increase in funding will be used specifically for: 1) consultation services in areas where the scope of the project work is beyond the technical expertise of DTIS staff, and 2) limited-duration project work.

$ 2,353,162 increase in Equipment Purchases as described below:
This increase is related to negotiated client department service requests according to the Department. The increase is related almost entirely to the two fastest growing programs: 1) Applications Development and 2) Network Data, Radio and Phone. For the Applications Development program, the increase in funding will be used specifically for database program equipment ($59,500), Data Center computer processors, disk storage, WAN infrastructure, servers and software ($1,148,366), additional tape storage ($146,000), cost-benefit (business) analysis tools ($48,000), Web performance and availability improvement equipment ($140,000), Web casting equipment ($100,000), and general department equipment including PCs, laptop computers and projectors ($287,074). For the Network Data, Radio and Phone program, this increase in funding will be used specifically for system upgrades including telecommunications diagnosis and repair equipment ($50,000), planned replacement of radio test equipment ($50,000), and vehicle replacement ($383,000) and new vehicles for Public Safety Wire preventative maintenance ($112,000). The remainder (a net decrease of $170,778) is the result of a net reduction in other general equipment purchases from the previous year.

$ 1,073,000 increase in Equipment Lease/Purchase – Option Renewal as described below:
This increase is due to new telephone switches requested by client departments.

$ 909,566 increase in Equipment Lease / Purchase – City Finance Agency as described below:
This increase reflects a correction of the Equipment / Lease Purchase – City Finance Agency line item for ongoing mainframe expenditures according to the Department.

$ 118,065 net increase in all other operating expenses.

Department: TIS TELECOMMUNICATIONS & INFORMATION SERVICES (continued)

COMMENTS:

1. According to Ms. Kathryn Hile, Deputy Director of Finance and Administration, DTIS is 'struggling with the well-known recruitment and retention problems faced by all technology-related organizations. Being a municipal agency carries the additional challenge of trying to compete with Silicon Valley and dot.com companies.' To help mitigate these hiring and retention challenges DTIS has substituted many existing positions with higher level positions.

2. Ms. Hile reports that it is the intent of the Department's new executive director to reorganize DTIS into four divisions over the course of FY 2000-01. According to Ms. Hile, Ms. Liza Lowery, the Department's new Executive Director, has already begun her reorganization and to the extent that decisions have been made, they are reflected in the budget submission. Ms. Hile also reports that Ms. Lowery will reduce the number of Deputy Directors from 6 to 4. The remaining two positions will be used to fund managers for the Data Center and special projects. Two of the 1377 Special Assistant XVIII positions will be upgraded to 1073 IS Director positions for the Chief of Technology Services and the Chief of Operations and Infrastructure. These changes are reflected in the budget.

3. According to Ms. Hile, DTIS has analyzed departmental expenditures for the last 18 months in detail to generate a more realistic FY 2000-01 budget. Ms. Hile reports that historically DTIS has spent more than was appropriated in the annual budget process by using carry forwards (unexpended funds from prior years) to supplement the budget.

4. Ms. Hile reports that DTIS has forecasted that some client departments will end the fiscal year with significant carry forwards based on expenditure recoveries to date for Information Technology & Telecom Services and Public Safety Wire (E911) services. For the current fiscal year, General Fund departments are projected to have a net surplus of $422,662. Non-General Fund departments are projected to have a net surplus of $2,743,346.

5. DTIS was unable to provide the Budget Analyst with a comparison of expenditures against client department project budgets, nor was the Department able to provide estimates of project work completions. Ms. Hile reports that project-level budgets by client department were not developed for FY 1999-00 nor were work order agreements signed with client departments. However, Ms. Hile does report that DTIS did develop project budgets for FY 2000-01 and will be able to provide project-level detail by department to the Budget Analyst during future budget cycles.

6. The Budget Analyst is recommending 29.46 (35.76 annualized) of the 29.46 new FTEs based on the justification provided by the Department. Of the total annualized 35.76 positions, 27 are full-time positions and 8.76 are temporary positions.

7. The Mayor's budget provides an increase of $11,352,201 or 18.85 percent more than the original FY 1999-00 budget. Our recommended reductions, which total $412,015, would still allow an increase of $10,940,186 or 18.16 percent in the Department's budget.

rtment: TIS - Telecommunications & Information Systems

e Object		Position/ Equipment Number	Number From	To	Amount From	To	Savings
ork Data, Radio & Phone - DTIS Operating Annual Project Fund							
) 011	Overtime				$ 378,600	$ 283,600	$ 95,000
	Reduce Overtime by $95,000 to reflect increased management effort in workflow monitoring. The Budget Analyst is recommending the approval of the requested 5.27 new FTE positions for the Network Data, Radio & Phone program.						
) 013	Mandatory Fringe Benefits				1,939,463	1,930,913	8,550
	Corresponds to reduction in overtime.						
060	Equipment Purchase				954,922	946,422	*
	* The recommended reduction in Equipment Purchase is the total of the following specific recommendation regarding equipment purchase requests.						
060	Full Size Pickup Truck	T1024N	1.00	1.00	27,000	18,500	8,500
	Reduce Equipment Purchase to reflect the actual unit cost of $18,500 for a 1/4 ton pick-up truck, which appears to meet project work needs.						
ication Development - DTIS Operating Annual Project Fund							
001	Permanent Salaries - Misc.				11,408,317	11,179,984	*
	* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
001	Attrition Savings - Misc.	9993M	14.56	17.89	(998,136)	(1,226,469)	228,333
	Increase Attrition Savings to reflect the Department's reported difficulty in filling new technical positions.						
013	Mandatory Fringe Benefits				2,669,745	2,619,055	50,690
	Corresponds to reduction in salaries.						
060	Equipment Purchase				1,928,940	1,907,998	*
	* The recommended reduction in Equipment Purchase is the total of the following specific recommendations regarding equipment purchase requests.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: TIS - Telecommunications & Information Systems

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1589	060	DBA Program Equipment	T1026N	1.00	1.00	$ 59,500	$ 54,500	$ 5,000
		This line item reflects a package of equipment. Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for two new laptop computers, for a savings of $5,000						
1589	060	CBA Tools-Server, 6 PCs & 2 Notebooks	T1034N	1.00	1.00	48,000	43,000	5,000
		This line item reflects a package of equipment. Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for two units, for a savings of $5,000						
1589	060	PCs, Laptops, PC Projectors	T1037N	1.00	1.00	287,074	276,132	10,942
		This line item reflects a package of equipment. Per the laptop component of that package of equipment, reduce to reflect the actual unit cost of $5,000 per laptop computer instead of the currently budgeted $7,500 for three new laptop computers. The remaining reduction of $3,442 pertains to the double counting of sales tax costs for related equipment expenditures, for a total savings of $10,942.						
		Total Recommended Reductions						$412,015

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-2001

DEPARTMENT: WTR WATER DEPARTMENT

FINANCIAL DATA:

The Water Department's proposed $270,279,377 budget for FY 2000-01 is $7,190,067, or 2.7 percent less than the original FY 1999-2000 budget of $277,469,444. The net decrease from the revised FY 1999-2000 budget is $8,336,987 or 3.0 percent.

SUMMARY OF PROGRAM EXPENDITURES:

Program Expenditures	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-01	Proposed Inc (Dec) From 1999-00 Original Budget
Water General	$ 19,885,675	$ 19,885,675	$ 19,037,000	$ (848,675)
City Distribution	64,902,445	48,839,506	67,826,315	$ 2,923,870
Debt Service & Misc Charges		59,454,028		
Supply & Treatment	47,528,894	47,528,894	52,335,362	$ 4,806,468
Total Operating Expenditures	$ 132,317,014	$ 175,708,103	$ 139,198,677	$ 6,881,663
Captial Improvements & Fac. Maint.	145,152,430	102,908,261	131,080,700	$ (14,071,730)
Total Expenditures	$ 277,469,444	$ 278,616,364	$ 270,279,377	$ (7,190,067)
Interdepartment Recoveries	(465,400)	(1,110,405)	(296,500)	168,900
Net Expenditures	$ 277,004,044	$ 277,505,959	$ 269,982,877	$ (7,021,167)

Department: WTR - Water Department (continued)

Major expenditure changes from the original FY 1999-00 budget to the proposed FY 2000-01 budget are as follows:

Expenditure	FY 1999-00 Budget	FY 2000-01 Budget	Increase
Permanent Salaries	$24,332,307	$25,717,441	$1,385,134
Mandatory Fringe Benefits	6,760,842	7,401,306	640,464
Professional & Specialized Services	352,900	1,068,239	715,339
Judgments and Claims	1,250,000	2,000,000	750,000
Equipment Purchase	2,318,690	3,019,700	701,010
Services of Other Departments	44,768,809	47,684,611	2,915,802
Total	$79,783,548	$86,891,297	$7,107,749

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions budgeted for FY 2000-01 is 441.44 FTE, which is 12.36 FTE more than the 429.08 FTE originally budgeted in FY 1999-00. The FTE allocations by program are as follows:

Full Time Equivalents	Fiscal Year 1999-00 Original	Fiscal Year 1999-00 Revised	Mayor's Budget Fiscal Year 2000-2001	Proposed Increase (Decrease) From 1999-00 Original Budget
City Distribution	187.63	187.63	192.64	5.01
Supply & Treatment	241.45	241.45	248.8	7.35
Totals	429.08	429.08	441.44	12.36

Department: Water Department (continued)

The Water Department's budget contains one new position budgeted for FY 2000-01. The Water Department's proposed new position is as follows:

Name	Classification	No. of Positions	Salary at Top Step	Annualized No. of Positions	Total Salaries
Senior Clerk Typist	1426	0.75	$41,496	1	$41,496

The overall increase of 12.36 FTE is due primarily to a 10.5 FTE decrease in Attrition Saving and a 1.1 FTE increase in Temporary Salaries.

DESCRIPTION

Department revenues are budgeted to increase by $1,594,253, or 0.54 percent. Department revenues have decreased because Bond Sale Proceeds have decreased by more than the aggregate increases in the other revenue sources. The specific revenue sources are as follows:

Title	FY 1999-00	FY 2000-01	Change
Sale of Water – Suburban Resale	$65,354,737	$74,569,000	$9,214,263
Sale of Water – SF Consumers	65,899,223	66,492,316	593,093
Sale of Water – Muni Paying	2,100,000	2,100,000	0
Rents	6,150,000	7,200,000	1,050,000
Interest Income	2,675,000	3,565,000	890,000
Bond Sale/Commercial Paper Proceeds	126,099,850	100,232,700	(25,867,150)
Other Non-Operating Revenue	2,900,000	1,850,000	(1,050,000)
Departmental Transfer	19,052,580	27,668,000	8,615,420
Beginning Fund Balance	5,825,234	13,973,861	8,148,627
Total Budgeted Revenues	$296,056,624	$297,650,877	$1,594,253

DESCRIPTION

1. The Water Department operates local water storage facilities and the drinking water distribution system.
2. Water rates for the City and County of San Francisco users for FY 2000-2001 are the same as in FY 1999-2000.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
City Distribution (BCF)								
1605	001	Permanent Salaries - Misc.				$11,069,889	$10,963,647	*
		*The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1664	001	Senior Clerk Typist	1426N	0.75	0	31,242	0	31,2
		To eliminate one new Senior Clerk Typist position, with an annual salary of $41,496, not sufficiently justified. The Department already has three existing Senior Clerk Typist positions, and the Board of Supervisors approved one new Senior Clerk Typist bond-funded position in FY 1999-00.						
1667	001	Attrition Savings - Misc.	9993M	(23.26)	(24.52)	(1,382,645)	(1,457,645)	75,0
		To restore Attrition Services to a level consistent with the Department's vacancies.						
1605	011	Overtime				959,808	959,808	
		To reserve one-third of the Division's Overtime Budget in the amount of $319,936 pending a review by the Board of Supervisors.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

rtment: WTR - Water Department

Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
013	Mandatory Fringe Benefits				$3,491,246	$3,463,623	$27,623
	Corresponds to reduction in salaries.						
021	Travel				14,298	7,800	6,498
	Reduce to 1999-00 budget level adjusted by a cost of living factor for 2000-01.						
029	Maintenance Services - Equipment				161,054	135,000	26,054
	Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
035	Other Current Expenses				548,550	498,550	50,000
	Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
060	Equipment Purchase				1,467,100	1,367,100	*
	*The recommended reduction in equipment is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1674	060	Equipment Not Detailed	06000			$0	$100,000	$100,00
		To reduce funding for equipment purchases to the minimum essential needed for operations. Equipment would still increase by $276,210.						
Supply & Treatment (BCG)								
1616	001	Permanent Salaries - Misc.				14,647,552	14,597,552	*
		* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.						
1671	001	Attrition Savings	9993M	(22.07)	(22.92)	(1,291,526)	(1,341,526)	50,00
		To restore a portion of he requested reduction in Salary Savings, which were for 28.35 FTE in FY 1999-00.						
1616	011	Overtime				464,489	464,489	
		To reserve one-third of the Division's Overtime Budget in the amount of $154,829 pending a review by the Board of Supervisors.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

rtment: WTR - Water Department

Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
013	Mandatory Fringe Benefits				$3,910,060	$3,897,060	$13,000
	Corresponds to reduction in salaries.						
022	Training				75,000	71,000	4,000
	Reduce to actual 1999-00 expenditure level adjusted by a cost of living factor for 2000-01.						
027	Professional & Specialized Services				982,521	882,521	100,000
	To reduce funding for Professional and Specialized Services to the minimum required for effective operations.						
035	Other Current Expenses				444,150	394,150	50,000
	To reduce funding for Other Current Expenses to the minimum required for effective operations.						
060	Equipment Purchase				1,552,600	1,472,600	*
	*The recommended reduction in equipment is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: WTR - Water Department

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
1676	060	Equipment Not Detailed	06000			$0	($80,000)	$80,00
		To reduce the Equipment budget to the minimum required for effecive operations.						
		Total Recommended Reductions						$613,41
		Total Recommended Reserves						$474,76

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department/Division: CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS

Financial Data:

The FY 2000-2001 total City Capital and Facility Maintenance Projects proposed $288,454,000 budget for FY 2000-01 is $20,228,659 or 6.6 percent less than the original FY 1999-00 budget of $308,682,659 as detailed in the table below.

1999-00 Mayor's Recommended Budget - Capital Projects and Facilities Maintenance

	FY 1999-00 Original Capital Budget	FY 2000-01 Total Capital Recommended	Increase (Decrease)	Percent Change
General Fund Facilities Maint./Capital Proj.	$ 22,019,110	$ 24,756,379	$ 2,737,269	12.4%
General Fund Supported Departments:				
San Francisco General Hospital	1,590,000	1,987,000	397,000	25.0%
Laguna Honda Hospital	2,092,000	1,214,555	(877,445)	-41.9%
Municipal Railway	400,000	400,000	-	0.0%
Library Funds	490,000	990,000	500,000	102.0%
Parking and Traffic Commission	-	-	-	0.0%
Total General Fund & GF Supported	$ 26,591,110	$ 29,347,934	$ 2,756,824	10.37%
Self-Supporting Funds:				
Water Department Operating Fund	$ 145,152,430	$ 131,080,700	$ (14,071,730)	-9.7%
Convention Facilities	55,000,000	-	(55,000,000)	-100.0%
Clean Water Operating Fund	26,342,800	22,000,100	(4,342,700)	-16.5%
Hetchy Hetchy Operating Fund	18,200,000	19,160,000	960,000	5.3%
Airport Operating Fund	9,429,254	9,559,132	129,878	1.4%
Port Operating Fund	8,591,293	6,921,480	(1,669,813)	-19.4%
Open Space Fund	7,177,139	8,202,383	1,025,244	14.3%
Mayor Operating Fund	5,409,975	5,746,512	336,537	6.2%
Real Property General	3,109,978	281,700	(2,828,278)	-90.9%
War Memorial	1,321,000	-	(1,321,000)	-100.0%
Building Inspection	1,237,680	2,368,367	1,130,687	91.4%
Off-Street Parking	570,000	270,000	(300,000)	-52.6%
Marina Yacht Harbor	550,000	1,000,000	450,000	81.8%
Public Utilities Commission Operating Fund	-	-	-	0.0%
Public Works Dept. Operating Fund	-	1,801,725	1,801,725	0.0%
Municipal Railway Dept. Operating Fund	-	1,975,000	1,975,000	0.0%
Telecom. and Info. Svcs. Operating Fund	-	-	-	0.0%
Dept. of Parking and Traffic Operating Fund	-	6,505,183	6,505,183	0.0%
City Attorney Operating Fund	-	-	-	0.0%
Rec. and Park Commission Operating Fund	-	33,178,509	33,178,509	0.0%
Art Commission Operating Fund	-	-	-	0.0%
Social Services Building Trust Fund	-	333,474	333,474	0.0%
Fire Protection Sys. Impvt.-Local Fund	-	3,925,720	3,925,720	0.0%
Community Health Network Operating Fund	-	3,094,676	3,094,676	0.0%
Sheriff - Special Maintenance Fund	-	1,701,405	1,701,405	0.0%
Trial Courts Operating Fund	-	-	-	0.0%
Total Self-Supporting Fund	$ 282,091,549	$ 259,106,066	$ (22,985,483)	-8.15%
Total All Funds	$ 308,682,659	$ 288,454,000	$ (20,228,659)	-6.6%

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department/Division: CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS

The General Fund and General Fund Supported Capital and Facility Maintenance Projects proposed $29,347,934 budget for FY 2000-01 is $2,756,824 or 10.37 percent more than the original FY 1999-00 budget of $26,591,110 as shown on the previous page.

Description:

1. The Capital Improvement Advisory Committee (CIAC) prioritized funding requests from the departments into the following categories:

101 Continuing Projects
102 Security, Life-Safety and Health
103 Exterior Preservation-Cost Avoidance
104 Property Protection-Cost Avoidance
105 Mechanical/Electrical-Cost Avoidance
106 Preservation of Interiors-Cost Avoidance
107 Preservation of Structures
108 Improvement of Building Systems/Components
109 Improvement of Working Conditions
110 Maintenance/Improvement of Facilities Appearance
111 New Facilities

2. Overall, the proposed budget of $259,106,066 for the Self-Supported non-General Fund facilities maintenance and capital projects represents an decrease of 8.15% from the FY 1999-00 budget of $282,091,549. Major decreases in Self-Supporting Funds facilities maintenance and capital projects include $14,071,730 for Water Department Operating Fund projects (due to reduced bond funds available for capital projects) and $55,000,000 for convention facilities which includes funding for the Moscone Center Expansion. The reduction in funding for the Moscone Center Expansion is because of the reduction in unexpended surplus capital improvement funds that were transferred to the project in FY 1999-00.

3. The table on the following page provides expenditure data by Department for General Fund Facilities Maintenance and Capital Projects requested in the FY 2000-01 budget totaling $24,756,379.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department/Division: CAP - CAPITAL AND FACILITY MAINTENANCE PROJECTS

General Fund Departments – Capital and Facility Maintenance Budget Comparison

	FY 1999-00 Original Capital Budget	FY 2000-01 Total Capital Recommendation	Increase (Decrease)	Percent Change
General Fund Facilities Maint./Capital Proj.:				
Administrative Services	$ 1,831,360	$ 2,350,000	$ 518,640	28.3%
Admin Svcs - Animal Care and Control	10,000	-	(10,000)	-100.0%
Art Commission	156,000	134,600	(21,400)	-13.7%
Convention Facilities	50,000	50,000	-	0.0%
City Planning	-	742,167	742,167	-
Trial Courts	36,000	715,000	679,000	1886.1%
Human Services	25,000	397,322	372,322	1489.3%
Public Works	6,107,300	3,550,837	(2,556,463)	-41.9%
Emergency Communications	2,512,000	734,525	(1,777,475)	-70.8%
Environment	100,000	-	(100,000)	-100.0%
Fine Arts Museums	75,000	75,000	-	0.0%
Fire Department	196,000	2,860,000	2,664,000	1359.2%
Community Health Network	210,000	650,000	440,000	209.5%
Public Health	80,000	100,000	20,000	25.0%
Juvenile Probation	310,000	5,650,094	5,340,094	1722.6%
Mayor	3,200,000	-	(3,200,000)	-100.0%
Police Department	555,000	110,000	(445,000)	-80.2%
Parking and Traffic	1,264,000	511,240	(752,760)	-59.6%
Recreation and Park	3,651,450	3,100,000	(551,450)	-15.1%
Academy of Sciences	100,000	100,000	-	0.0%
Sheriff	350,000	1,925,594	1,575,594	450.2%
Telecom. & Information Services	1,200,000	1,000,000	(200,000)	-16.7%
Total General Fund & GF Supported	$ 22,019,110	$ 24,756,379	$ 2,737,269	12.4%

Recommendations:

None.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

Department: Red - San Francisco Redevelopment Agency (SFRA)

FINANCIAL DATA:

The SFRA's proposed $173,518,000 budget for FY 2000-01 is $45,836,000, or approximately 35.90 percent, more than the approved FY 1999-00 budget of $127,682,000.

(Dollars in Thousands)

		Approved Budget FY 1999-00	Proposed Budget FY 2000-01	Proposed Increase (Decrease)
Amount:	Expenditure Budget	127,682	173,518	45,836
Revenues:	Property Sales	16,500	2,175	(14,325)
	Rentals/Leases	9,501	10,028	527
	Prior Year Earnings / Savings	14,074	11,404	(2,670)
	Developer Contribution	6,285	8,844	2,559
	Grants	10,910	12,021	1,111
	Other	7,173	5,687	(1,486)
	Bond Proceeds	14,997	43,209	28,212
	Tax Increment for O S Obligations	23,708	27,282	3,574
	Total Revenues	103,148	120,650	17,502
Expenditures:	**Project Areas / Programs**			
	Legal	479	1,202	723
	Studies & Miscellaneous Items	828	1,377	549
	Planning	298	1,393	1,095
	Acquisition	1,800	215	(1,585)
	Public Improvements	24,047	72,032	47,985
	Architecture, Engineering, Design	1,677	689	(988)
	Relocation	130	200	70
	Property Maintenance	7,031	7,442	411
	Housing Production & Assistance	38,896	42,762	3,866
	Job Training and Assistance	1,500	1,150	(350)
	Business Development/Revitalization	3,000	945	(2,055)
	Other	1,260	3,744	2,484
	Debt Service	34,726	27,319	(7,407)
	Subtotal - Project Areas / Programs	115,672	160,470	44,798
	Personnel / Administration			
	Personnel Costs	10,022	10,022	(0)
	Administrative Costs	1,988	3,027	1,039
	Subtotal - Personnel / Admin. *	12,010	13,048	1,038
	Total Expenditures	127,682	173,518	45,836
	Total Revenues	103,148	120,650	17,502
	Surplus (Deficit)	(24,534)	(52,868)	(28,334)
Deficit Financing:	Tax Increment (pay-as-you-go)	8,020	8,495	475
	Bond Proceeds	16,514	44,373	27,859
	Total Deficit Financing	24,534	52,868	28,334
Tax Increment:	Net SFRA Tax Increment Request	31,895	34,388	2,493
	Total General Fund Impact	21,167	23,515	2,348
FTEs:	Permanent Staff	114.50	112.50	(2.00)
	Temporary / Part-Time Staff	6.50	9.00	2.50

* FY 2000-01 and Proposed Increase (Decrease) subtotals off by one due to rounding.

Department: Red - San Francisco Redevelopment Agency (SFRA)

A description of Redevelopment Survey Areas, Project Areas, Programs and their respective FY 2000-01 activities and goals are as follows:

REDEVELOPMENT SURVEY AREAS

Bayview Hunters Point Survey Area — $3,820,000

The Bayview Hunters Point Survey Area is located in the southeast corner of San Francisco. This portion of San Francisco was designated as a survey area by the Board of Supervisors on January 3, 1995. The survey area phase is the first official step towards designating a redevelopment project. Bayview Hunters Point is bounded by Cesar Chavez Blvd. on the north, the James Lick Freeway on the west, the San Francisco Bay and the Hunters Point Shipyard to the east and the San Francisco county line on the south. This area is approximately 2,528 acres and has an estimated population of 25,000.

Transbay Survey Area — $275,000

The Transbay Survey Area is approximately 180 acres generally bounded by Market Street on the north, the Bay Bridge on the south, Spear Street on the east and New Montgomery Street on the west. The area is currently characterized by office and service commercial development with a significant amount of land dedicated to transportation services and surface parking.

Mid-Market Survey Area — $739,000

In December 1995, the Board of Supervisors declared a Mid-Market Survey Area extending from 4th Street to Octavia Street along Market Street. The purpose of the Survey Area was to determine whether or not the adoption of a Mid-Market Redevelopment Project Area would be appropriate. A Project Area Committee was elected and meets regularly to recommend on proposed and existing activities in the Survey Area. After several public meetings and community workshops, staff and consultants developed the Mid-Market Concept Plan (published in July 1998), that promotes general goals, programs and land use concepts to assist in the revitalization of the area.

Department: Red - San Francisco Redevelopment Agency (SFRA)

REDEVELOPMENT PROJECT AREAS

Yerba Buena Center	$25,386,000
Yerba Buena Art Center and Garden Operation	$6,470,000

Yerba Buena Center is an 87-acre area that formerly consisted of dilapidated hotels, commercial and industrial buildings, and open parking lots. The project is located adjacent to San Francisco's downtown office and retail districts and extends from Market Street on the north to Harrison Street on the south, and from Second Street on the east to the west property line along Fourth Street.

Rincon Point-South Beach	$14,668,000
South Beach Harbor	$3,057,000

Rincon Point-South Beach is a 115-acre redevelopment project composed of two non-contiguous geographic areas. The project is located along San Francisco's northeastern waterfront in an area formerly characterized by open cargo storage, a considerable number of substandard and deteriorated structures, several piers in unsound condition and an extensive network of underutilized street rights-of-way.

Western Addition A-2	$14,634,000

The program for the Western Addition, A-2 Redevelopment Project, executed in May 1966, provided for development of 5,586 new housing units, the rehabilitation of 3,965 housing units, the revitalization of the Nihonmachi and Fillmore business districts, and the construction of new commercial and public buildings community cultural and recreational facilities and installation of infrastructure and public improvements.

Hunters Point	$551,000

The Hunters Point Redevelopment Area is a residential community with supporting educational and recreational uses. New infrastructure system and street patterns were the significant beginnings of what is now a vibrant residential community.

India Basin Industrial Park	$700,000

Prior to redevelopment, India Basin Industrial Park consisted of 25 acres of auto wrecking yards, 7 acres of vacant land, 35 acres of unimproved streets and the remnants of old Butchertown (the meatpacking businesses operating in obsolete buildings). As meat-packers were forced from San Francisco by technological change or to comply with Department of Agriculture regulations, their place was taken primarily by auto wreckers.

Department: Red - San Francisco Redevelopment Agency (SFRA)

South of Market $11,998,000

The South of Market Earthquake Recovery Redevelopment Project Plan was adopted in June 1990. The 63.4 acre Project Area is focused on Sixth Street and generally bounded by Stevenson, Harrison, Fifth and Seventh Streets. The initial purpose of the Project was to remedy the effects of the October 17, 1989 earthquake, which resulted in considerable loss of housing, displacement of businesses and damage to the physical infrastructure of the area.

Hunters Point Shipyard Redevelopment Area $3,234,000

The Hunters Point Shipyard is a major waterfront facility located in southeast San Francisco and encompasses 500 acres, of which less than a third of the existing building space are actively used today by general industrial activities, including shipyard repair and artists studios. Owned by the U.S. Navy since 1939 and closed in 1974, the Shipyard was leased to Triple A Shipyards in 1976 who maintained the Shipyard and leased unused buildings to artists and small businesses. In 1991, under the Federal Base Realignment and Closure Commission, the Hunters Point Shipyard was declared surplus and closed. A Concept Plan was developed with the Mayor's Hunters Point Shipyard Citizens Advisory Committee and endorsed by the Redevelopment and Planning Commission and the Board of Supervisors in March 1995. The Redevelopment Plan was adopted in July 1997. At full build out, the Shipyard is anticipated to provide up to 8,000 jobs and will be a mixed-use development which will include new industrial and business park development, housing and retail uses, space for cultural uses, such as museums and galleries, active recreation areas, and a considerable amount of shoreline accessible to the public.

Federal Office Building (GSA Site 2) $381,000

In 1988, the City and the Federal government agreed in principal that the Federal General Services Administration (GSA) would construct a new Federal office building in San Francisco, to consolidate agencies that currently occupy leased quarters. The new Federal building will accommodate 2,500 employees in an anticipated gross building area of 675,000 square feet. To facilitate this major undertaking, the City agreed to donate a building site at no cost to the Federal government.

A site at 7th and Mission Streets, formerly occupied by the Greyhound Bus Terminal, was identified by the City and GSA as suitable for the project. The Redevelopment and Planning Commissions certified an EIR for the project on May 8, 1997. On October 14, 1997, the Board of Supervisors adopted ordinances approving the Federal Office Building Redevelopment Plan, and amending the Golden Gateway and South of Market Redevelopment Plans to create a three-way fiscal merger to fund the acquisition of the Federal office building site. On March 31, 1999, the SFRA acquired the privately owned portions of the site.

Department: Red - San Francisco Redevelopment Agency (SFRA)

Golden Gateway **$8,159,000**

Implementation of the 51 acre Golden Gateway Redevelopment Project begun in the early 1960s and has generated 1,400 new housing units, an 840 room hotel, approximately 3,500,000 sq. ft. of office/commercial space and some 12 acres in public parks and open space. Currently the Project Area generates approximately $12 million annually in new property taxes as well as significant annual sales, payroll, hotel and parking taxes. Since 1980 the Project has generated upwards $100 million in property taxes for the City and County of San Francisco.

Mission Bay North **$18,815,000**
Mission Bay South **$31,685,000**

The Mission Bay development is divided into two redevelopment project areas, totaling 303 acres. Mission Bay North consists of approximately 65 acres of land bounded by Third Street, Townsend Street, Mission Creek, and Seventh Street, adjacent to the Pacific Bell Ballpark and the Caltrain terminal. Mission Bay South includes approximately 238 acres of land south of Mission Creek, bounded by the 280 Freeway, Terry Francois Boulevard, and Mariposa Street. Catellus Development Corporation is the owner of all of the privately held land in Mission Bay North, and of all but two developable parcels in Mission Bay South. The SFRA has entered into Owner Participation Agreement with Catellus to provide for development of the Mission Bay North and Mission Bay South Project Areas.

REDEVELOPMENT PROGRAMS

Citywide Housing and HOPWA Programs **$26,869,000**

The SFRA's role in housing includes financing the production of new housing and the preservation of existing housing through the Citywide Tax Increment Housing Program. More specifically, the SFRA housing activities include authorizing and administering development agreements for market-rate and affordable housing sites within established redevelopment project areas, developing residential land use plans for military base re-use (e.g. Hunters Point Naval Shipyard), making grants to increase the capacity of resident organizations in expiring Section 8 housing, conducting outreach and education about the changes in the Section 8 program, advocating for greater tenant protections and other related legislative policies, and administering the federal Housing Opportunities for Persons with AIDS (HOPWA) program.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

The SFRA administers the federal Housing Opportunities for Persons with AIDS (HOPWA) program for San Francisco and acts as the HOPWA fiscal agent for the Counties of San Mateo and Marin as well. In FY 1999-00, the SFRA administered approximately $7.2 million in HOPWA funding. In FY 2000-01, HOPWA funding is expected to be approximately $8.5

Department: Red - San Francisco Redevelopment Agency (SFRA)

million. The SFRA works closely with the Department of Public Health AIDS Office and the Mayor's HIV/AIDS Health Services Planning Council in establishing priorities for the program.

GENERAL CITYWIDE TAX INCREMENT HOUSING PROGRAM

Each year, after budgeting for the Preservation and HOPWA programs, the SFRA makes available a certain amount of funds to be used to assist general citywide housing developments. The amount of funds available is determined in part by the amount of outstanding tax increment loans repaid and on the extent to which new tax-exempt or taxable bonds are issued.

REDEVELOPMENT PROJECT AREAS

Substantial staff time has been devoted to overseeing affordable and market-rate housing development within redevelopment project areas.

Economic Development $1,465,000

The SFRA's economic development programs, focused on Redevelopment Project and Survey Areas, are organized into three major categories: economic development, neighborhood economic development and business development.

Central Relocation Services $610,000

Central Relocation Services (CRS) provides the City and County of San Francisco with a single source for assuring compliance with Federal and State relocation directives and regulations issued pursuant to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the California Administrative Code.

COMMENTS:

1. As noted on the first page of this report, the recommended total budget for FY 2000-01 of $173,518,000 is $45,836,000 more than the approved FY 1999-00 budget of $127,682,000. The survey, project and program totals identified above total $173,516,000 due to a rounding of total amounts.

2. The SFRA reports that the net tax increment request (i.e., net of AB 1290 Pass-Throughs to the City) will be $34,388,000 for FY 2000-01. The net tax increment request (i.e., net of AB 1290 Pass-Throughs to the City) approved for FY 1999-00 was $31,895,000. The FY 2000-01 budget is a $2,493,000 or 7.82 percent increase over the FY 1999-00 budget.

3. The SFRA reports that the $34,388,000 requested net tax increment will be distributed between $7,106,000 in personnel and administration costs that cannot be deducted from other revenue sources such as grants and reprogrammed funds from prior years and $27,282,000 that is pledged to prior year debt.

Department: Red - San Francisco Redevelopment Agency (SFRA)

4. As noted on the first page of this report, the SFRA will expend $27,319,000 during FY 2000-01 on debt service of bonds already issued by the SFRA for prior years' expenditures. This represents a reduction of $7,407,000 or 21.33 percent from the $34,726,000 approved in the FY 1999-00 budget.

5. In addition to the above request for tax increment financing, the SFRA is requesting bond financing (Resolution File No. 00-1047) not to exceed $51.0 million that will fund additional project costs. The Bond financing request would be used as follows:

Description	Amount
	Dollars in thousands
Bond proceeds for SFRA Work Program Activities	$44,373
Original Issue Discount	100
Underwriters Discount	765
Reserve Fund	4,373
Contingency (possible rise in interest rates between now and the time the bonds are sold)	854
Cost of Issuance (includes financial advisor, bond counsel, printing, trustee, rating agencies and other miscellaneous expenses)	160
Bond Insurance	375
Total	$51,000

Survey Areas, Project Areas & Program Budgets

6. For the three Survey Areas, the SFRA's proposed budget for FY 2000-01 of $4,834,000 is $3,671,000 more than the approved FY1999-00 budget of $1,163,000. Current Project Survey Areas are summarized as follows:

(Dollars in Thousands)

Project Survey Areas	FY 1999-00 Approved Budget	FY 2000-01 Proposed Budget	Increase
Bayview Hunters Point (formerly known as South Bayshore)	$ 1,163	$ 3,820	$ 2,657
Mid Market	0	739	739
Transbay Terminal	0	275	275
Total	$ 1,163	$ 4,834	$ 3,671

Department: Red - San Francisco Redevelopment Agency (SFRA)

7. As shown in the table below, for the 16 existing Project Areas and Programs, the SFRA's proposed budget for FY 2000-01 of $168,682,000, is $42,163,000 more than the approved budget of $126,519,000 for FY 1999-00. Changes to individual projects and programs are as follows:

	(Dollars in Thousands)		
Existing Project Areas & Programs	FY 1999-00 Approved Budget	FY 2000-01 Proposed Budget	Difference
Mission Bay South	$ 345	$ 31,685	$ 31,340
Mission Bay North	14,890	18,815	3,925
Rincon Point - South Beach	11,518	14,668	3,150
Citywide Housing and HOPWA	24,079	26,869	2,790
Golden Gateway	5,908	8,159	2,251
South of Market	10,114	11,998	1,884
Western Addition, A2	14,059	14,634	575
South Beach Harbor	2,484	3,057	573
Yerba Buena Gardens & Center for the Arts	5,936	6,470	534
India Basin	426	700	274
Hunters Point	606	551	(55)
Central Relocation Services	700	610	(90)
Economic Development	1,726	1,465	(261)
Hunters Point Shipyard	4,610	3,234	(1,376)
Federal Office Building	1,807	381	(1,426)
Yerba Buena Center	27,311	25,386	(1,925)
Total	$ 126,519	$ 168,682	$ 42,163

8. According to the SFRA, the project areas created recently, such as Mission Bay North & South and Hunters Point Shipyard, will not be completed until 2020. These new project areas will require continuing financial assistance throughout their life.

9. According to the SFRA, the South of Market Plan expires in 2010 and will need financial assistance in the form of tax increment throughout the life of the Plan. Except for low and moderate-income housing, the SFRA's financing requirements are minimal beyond fiscal year 2000/01 for Hunters Point, India Basin, Rincon Point-South Beach, Yerba Buena Center, and Western Addition A2. Legally, the SFRA's ability to finance improvements with tax increment in these project areas ceases January 1, 2004, even though land use authority remains with the SFRA for another five years.

Department: Red - San Francisco Redevelopment Agency (SFRA)

10. Based on data provided by the SFRA, the following table provides an overview of existing redevelopment project areas including the respective redevelopment plan adoption dates and legally mandated plan deadlines. In addition, SFRA has reported on estimates of redevelopment work completed to date for each of the respective project areas.

		Plan Limits - Statutory Deadlines			
Project Area	Plan Adoption Date	Establishing Debt	Plan Expiration	Debt Repayment	% Redeveloped / Completed
Golden Gateway	05/25/59	01/01/04	01/01/09	01/01/19	100%
Western Addition,A2	10/13/64	01/01/04	01/01/09	01/01/19	85%
Yerba Buena Center	04/25/66	01/01/04	01/01/09	01/01/19	85%
Hunters Point	01/20/69	01/01/04	01/20/09	01/01/19	90%
India Basin	01/20/69	01/01/04	01/20/09	01/01/19	90%
Rincon Point-South Beach	01/05/81	01/01/04	01/05/21	01/05/31	85%
South of Market	06/11/90	06/11/10	06/11/10	06/11/20	45%
Hunters Point Shipyard	07/14/97	07/14/17	07/14/17	11/02/42	3%
Federal Office Building	10/14/97	12/15/16	10/14/17	12/15/41	90%
Mission Bay North	10/26/98	10/26/18	10/26/18	10/26/43	3%
Mission Bay South	11/02/98	11/02/18	11/02/18	11/02/43	3%

11. The Budget Analyst recommends that the SFRA provide the Board of Supervisors with a '% Redeveloped / Completed' estimate for each of the respective project areas with the submission of future annual budgets.

12. Housing continues to be a central strategic initiative for the SFRA. The goals are to help alleviate the shortage of affordable housing, to alleviate the expected loss of currently affordable housing and to meet current legal obligations with respect to replacement housing in the City. The total $42,762,000 FY 2000-01 SFRA Budget for Housing Production & Assistance includes $24,319,000 (of which $8,459,000 is designated for HOPWA) to Citywide Housing, $10,000,000 to the South of Market Project Area, $4,400,000 to the Mission Bay North Project Area, $4,000,000 to the Western Addition A-2 Project Area, and $43,000 to the South Beach Harbor Project Area.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR AMENDMENT OF BUDGET ITEMS 2000-01

Department: Red - San Francisco Redevelopment Agency (SFRA)

Personnel & Administrative Budget

13. As noted on the first page of this report, the SFRA has a net decrease of 2.0 FTEs in permanent positions in the FY 2000-01 budget from 114.5 to 112.5. According to the SFRA, this is the result of the reduction of two positions (a Deputy Executive Director and a Community Services Manager) to more closely reflect program activity needs for the coming year.

14. According to the SFRA, existing management personnel have absorbed the work responsibilities associated with the two position reductions above.

15. As noted on the first of this report, the SFRA has a net increase of 2.5 FTEs in temporary / part-time positions. This increase is due to additional staffing requests of 2.0 FTEs for Planning / Project Associates and a 0.5 FTE Harbor Attendant.

Recommendations:

1. The Mayor's budget provides an increase of $45,836,000 or 35.90 percent. Our recommended reductions, which total $529,886, would still allow an increase of $45,306,114 or 35.48 percent in the SFRA's budget.

2. The Budget Analyst also recommends that the SFRA report annually to the Board of Supervisors on the percent completion for each of the project areas currently underway with the submission of future annual budgets.

Department: Red - San Francisco Redevelopment Agency

Page No.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
Personnel Budget							
	Personnel Costs - Temporary / Part-Time Salaries				$353,028	$282,048	*
	* The recommended reduction in Personnel Costs is the total of the following specific recommendations regarding individual classifications.						
	Planning / Project Associates		6.00	5.00	241,020	170,040	$70,9
	Disapprove one new temporary Planning / Project Associate at an annualized salary of $34,008. The Department already has four temporary Planning / Project Associates. We are however recommending approval of one new temporary / part-time Planning / Project Associate and an additional 0.5 FTE Harbor Attendant position requested by the Agency.						
	Additionally this line item contains a clerical error of $36,972. Total savings is equal to $70,980, including the clerical error of $36,972 plus the salary savings of $34,008.						
	Mandatory Fringe Benefits				33,008	26,371	6,6
	Corresponds to the reduction in temporary salaries based on the temporary / part-time fringe benefits rate of 9.35%.						
Administrative Budget							
	Telephone				86,672	75,555	11,1
	Dues & Subscriptions				55,140	48,438	6,7
	Office Supplies				132,500	101,430	31,0
	Supplies - Mimeo / Printing / Photography				60,200	48,645	11,5
	Reduce to actual FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01. Following closer examination the SFRA need is projected to be less than originally proposed for FY 2000-01.						

artment: Red - San Francisco Redevelopment Agency

ge o.	Object	Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
ject Area / Program Budget							
	Yerba Buena Center				$22,989,000	$22,940,750	*
	* The recommended reduction to the Yerba Buena Center Project Area budget is the total of the following specific project costs.						
	Studies & Miscellaneous Items				100,000	51,750	$48,250
	Reduce to actual FY 1999-00 budget level adjusted by a cost of living factor for FY 2000-01. The $51,750 recommended amount reflects the actual need for FY 2000-01. Moreover, this project area is already estimated to be 85% complete in its redevelopment according to the SFRA.						
	Rincon Point - South Beach				14,102,000	14,027,000	*
	* The recommended reduction to the Rincon Point - South Beach Project Area budget is the total of the following specific project costs.						
	Studies & Miscellaneous Items				75,000	0	75,000
	Reduce to zero as no funds will be needed in FY 2000-01 according to the Department. This project area is already estimated to be 85% complete in its redevelopment according to the SFRA.						
	South Beach Harbor				2,551,000	2,457,425	*
	* The recommended reduction to the South Beach Harbor work program budget is the total of the following specific project costs.						
	Property Management				761,000	667,425	93,575
	Reduce to $667,425 to reflect actual FY 2000-01 need.						
	Western Addition, A2				12,392,000	12,292,000	*
	* The recommended reduction to the Western Addition, A2 Project Area budget is the total of the following specific project costs.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR
AMENDMENT OF BUDGET ITEMS
2000-01

Department: Red - San Francisco Redevelopment Agency

Page No.	Object		Position/ Equipment Number	Number From	Number To	Amount From	Amount To	Savings
		Planning				$ 150,000	$ 50,000	$ 100,00
		Reduce to $50,000 to reflect actual FY 2000-01 need. Moreover, this project area is already estimated to be 85% complete in its redevelopment according to the SFRA.						
		India Basin				618,000	543,000	*
		* The recommended reduction to the India Basin Project Area budget is the total of the following specific project costs.						
		Planning				250,000	175,000	75,00
		Reduce to $175,000 to reflect actual FY 2000-01 need. Moreover, this project area is already estimated to be 90% complete in its redevelopment according to the SFRA.						
		Total Recommended Reductions						$529.88

[Budget Analyst Report]
Susan Hom
Main Library-Govt. Doc. Section

City and County of San Francisco

Meeting Agenda

Finance and Labor Committee

Members: Supervisors Leland Yee, Sue Bierman, Tom Ammiano

Clerk: Mary Red

Thursday, June 29, 2000 | **1:00 PM** | **City Hall, Room 263**

Budget Review Hearings

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

DOCUMENTS DEPT.

JUN 2 9 2000

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AGENDA CHANGES

REGULAR AGENDA

1. 000995 **[Budget Hearing and Review, FY 2000-2001]**
Hearing to consider the Annual Budget for Culture and Recreation; Public Works, Transportation and Commerce.

Culture and Recreation: Asian Art Museum; Art Commission; Convention Facilities Management; Fine Arts Museum; Public Library; Law Library; Recreation and Park; Academy of Sciences; County Education Office; War Memorial.)

(Public Works, Transportation and Commerce: Airport; Clean Water; Building Inspection; Public Transportation-Municipal Railway; Public Works; Emergency Communications Department; Business & Economic Development; Hetch Hetchy Project; Light, Heat and Power; Board of Appeals; Port; Parking and Traffic; Public Utilities Commission (PUC); Telecommunications & Information Services; Water; Capital Projects; San Francisco Redevelopment Agency; companion to File 000979.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee
6/22/00, CONTINUED. Continued to June 29, 2000.

2. 000979 **[Annual Budget, FY 2000-2001]**
Hearing to consider the Annual Budget for Fiscal Year 2000-2001. (Mayor)

(Companion Files 000980, 000981, 000982 000983, 000995.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee Scheduled for public testimony on Saturday, June 24, 2000, at 9:00 a.m. (See Files 00982, 000983, and 000995 for departmental budget hearings and review.)
6/24/00, CONTINUED. Continued to June 29, 2000.

3. 000980 **[Government Funding for Fiscal Year 2000-2001]**

Annual Appropriation Ordinance appropriating all estimated receipts and all estimated expenditures for the City and County of San Francisco for fiscal year ending June 30, 2000.

(Companion to Files 000979 and 000981.)

6/5/00, RECEIVED AND ASSIGNED to Finance and Labor Committee

4. 000981 **[Public Employment for Fiscal Year 2000-2001]**

Annual Salary Ordinance enumerating positions in the Annual Budget and Appropriation Ordinance for the Fiscal Year ending June 30, 2001, continuing, creating or establishing these positions; enumerating and including therein all positions created by Charter or State law for which compensations are paid from City and County funds and appropriated in the Annual Appropriation Ordinance; authorizing appointments or continuation of appointments thereto; specifying and fixing the compensations and work schedules thereof; and authorizing appointments to temporary positions and fixing compensations therefor. (Human Resources Department)

(Companion to Files 000979 and 000980.)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

5. 001147 **[Branch Library Bond Special Election]**

Supervisors Brown, Yaki, Newsom, Bierman, Leno, Katz

Ordinance calling and providing for a Special Election to be held in the City and County of San Francisco on Tuesday, November 7, 2000, for the purpose of submitting to the voters of the City and County of San Francisco a proposition to incur the following bonded debt of the City and County: One Hundred Five Million Eight Hundred Sixty-Five Thousand Dollars ($105,865,000) for the acquisition, rehabilitation, renovation, improvement, construction and reconstruction of certain improvements to branch libraries and other library facilities, other than the Main Library; finding that the estimated costs of such proposed project is and will be too great to be paid out of the ordinary annual income and revenue of the City and County and will require expenditures greater than the amount allowed therefor by the annual tax levy; reciting the estimated cost of such proposed project; waiving certain requirements of Sections 2.31 and 2.34 of the San Francisco Administrative Code relating to the timing for the introduction and adoption of public interest and necessity resolutions; fixing the date of election and the manner of holding such election and the procedure for voting for or against the proposition; fixing the maximum rate of interest on such Bonds and providing for the levy and collection of taxes to pay both principal and interest thereof; prescribing notice to be given of such election; consolidating the Special Election with the Presidential General Election; establishing the election precincts, voting places and officers for the election; and waiving the word limitation on ballot propositions imposed by San Francisco Municipal Elections Code Section 510.

6/19/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

6. 001047 **[Redevelopment Agency Budget and Bonds, Fiscal Year 2000-2001]**

Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for fiscal year 2000-2001; and approving the issuance by the Agency of Bonds in an aggregate principal amount not to exceed $51,000,000 for the purpose of financing redevelopment activities in fiscal year 2000-2001. (Redevelopment Agency)

6/1/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Finance and Labor Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30-day Rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at
http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

FINANCE AND LABOR COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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